

2010–2011 Courses

Welcome to Distance Education at the University of Alaska Fairbanks

“ Education through alternative delivery methods, online learning in particular, is designed to meet your personal academic goals. Last year, twenty-five percent of all UAF credits were earned through CDE. Increased student demand leads to a beneficial focus on student success, course design, student-faculty interaction, and student support. Every year UAF students see improved courses as we strive to serve students with the most current educational technology no matter where they live.

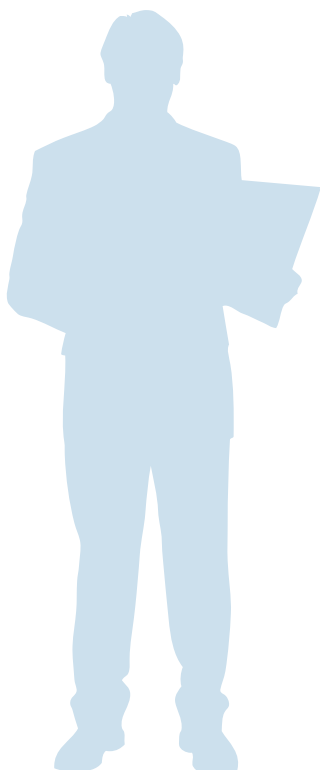
Beginning in Fall 2010, we will launch UAF's first online degree program, the Applied Business Associate Degree. CDE will continue developing online undergraduate and graduate degree programs and certifications with various schools and colleges to increase the number of complete online degrees in the near future. Due to our new Quality Improvement Program we have increased both student retention and success rate significantly. At the same time, we want to extend our service and support to both students and faculty. We plan to expand our hours and will be open until 7 p.m. Monday through Friday and are evaluating extended service on weekends as well. It will be a very exciting year, so stay tuned for details and please let us know what we can do to help you!

Students can use the online chat function from our web site to launch a text interaction with CDE staff. You do not need a telephone to have a synchronous interaction. Just click on the LIVE CHAT button on the CDE web site. CDE staff can also send forms through the online chat interface.

Again, we are here to help you to reach your academic goals - welcome to Distance Learning on your terms and thank you for taking courses with CDE. ”



Shih-Hsung (Alex) Hwu
Director



What's Inside

CDE Staff Information	2
What is Distance Education	3
Registration and Fees	5
Yearlong or Semester-Based Enrollment Comparison	7
Materials	8
Placement Exams and Prerequisites	10
Examinations and Final Grades	10
Transfers, Drops and Withdraws	11
Special Programs	12
Services	13
Quick Lists of Online and Print Courses	14
Reading Course Descriptions	18
Course Listings	19
Registration Forms	47
Student Code of Conduct	51



Greetings! At CDE, we're here to help you attain your distance education goals whether you are seeking to fulfill requirements for a degree or just wanting to take a class. We hope you'll join us to embark on your next learning experience and we look forward to working with you.

**<http://distance.uaf.edu>
907-479-3444
800-277-8060
distance@uaf.edu**

Who We Are

Administrative

Alex Hwu, Director
Carol Gering, Associate Director
Shari George, Course Manager
Donna Hertzler, Office Manager
Allan Mesina, Information Systems Manager

Student Services

Brighton Brooks, Academic Advisor & Faculty Liaison
Kelly Boswood, Communications/Reception
Linda Heath, Lesson Processing
Krystal Huwe, Communications/Reception
Tina Johnson, LMS Coordinator
Sheri Keil, Student Records
Barbara Paskvan, Course Scheduling
Kim Runnion, Registrar
Leslie Sanders, Student Assessments
Kate Wilson, Communications/Reception

Student Services is often the first stop as you begin your distance learning experience. We can help you with registration and course schedules, update you on your lessons and student records, assist you with the examination process, and answer any other questions. We also have an academic advisor who can help you communicate with instructors, locate helpful resources, and maximize your distance learning experience.

Design Team

Sage Adams, Instructional Designer
Christen Bouffard, Instructional Designer
Chris Lott, Instructional Designer
Jennifer Moss, Instructional Designer
Heidi Olson, Instructional Designer
Tatiana Piatanova, Instructional Designer
Susan Warner, Instructional Designer

The Design Team provides faculty training and assistance in the production of effective distance education classes. Emphasis is placed on current understanding of best practices in adult learning theory for both online and print-based courses. The team also provides expertise in the use of enabling technologies from broadcast-oriented offerings (audio, streaming video) through cohort-oriented approaches (video conference, web conference) to social network models (Weblogs, RSS, social resources sharing) and other emergent techniques.

What is Distance Education?

Distance Education is an opportunity for you to further your education without the constraint of classroom attendance, or in some cases, the traditional semester time period. Courses are delivered through a variety of methods, from totally online via the Internet to traditional print-based correspondence. You will be guided through your course by University of Alaska Fairbanks faculty using course content developed by university-approved content experts and the Center for Distance Education's (CDE) Instructional Design team.

Distance Education puts you in the driver's seat. To get the most out of distance education you must be self-directed, and you must plan your time. Flexibility is a unique advantage, but Distance Education is not a short-cut to receiving college credit. Remember that these are university-level credit courses paralleling on-campus courses that require fourteen weeks of classroom time in addition to homework study. For every hour in the class, students are often expected to study for 3 hours outside the class. Although you select the time and location for completing your work, it is not unusual to spend 3 – 8 hours per assignment.

CDE at the University of Alaska Fairbanks

All courses offered through CDE have been approved by the appropriate academic departments of the University of Alaska Fairbanks (UAF) for course content and instructor qualifications. All courses carry university credit and are applicable to UAF degree, certificate and endorsement programs. If you are a degree-seeking student at another institution, it is your responsibility to make sure that credit from UAF will transfer properly into your program.

Registration in a Distance Education course does not require, nor does it constitute, formal admission to the University of Alaska Fairbanks. Any person who has met the proper prerequisites for a specific course may be registered. The Center for Distance Education does not grant degrees. If you are interested in obtaining a degree, please contact UAF Admissions (contact information on the inside back cover).

How does it work?

After you register in a course you will receive instructions on how to start the course. You will be given log-on information if you are taking an online course. See pages 8-9 for information about how to get your books and materials. The course will follow the same standards for instruction and grading applied in the classroom. Graded lessons, instructors' comments, and answers to students' specific questions will be returned to students for use in evaluating progress and in studying for examinations.

Frequently Asked Questions

Is this course in a classroom setting? No, courses offered through CDE are designed to be taken either web-based (online using the Internet) or as print-based correspondence courses. You choose where you want to be when doing the work. There is no need to come to the campus. One note though, if your course requires proctored exams, you may need to find a location and proctor to fulfill this requirement (CDE can help).

Do you proctor exams for other schools? Yes, we do.

Do you charge for proctoring exams? CDE does not charge for proctoring exams.

I'm located in Fairbanks. Do I have to make an appointment to take a exam? No, you do NOT need an appointment. We are open 8:00 am – 5:00 pm, Monday – Friday. You should plan on having your exam completed by 5:00 pm. During Finals Week, we may have extended hours to accommodate more students.

Can I have more time? You MAY be allowed more time. It is at your instructor's discretion AND you MUST have completed at least half the work with a grade of "C" or better in order to make the request. See page 11 for more information.

Can I switch from a semester course to a yearlong course? Sorry, you cannot switch from a semester-based course to a Yearlong course.

continued, p.4

Frequently Asked Questions

(continued)

How much do your courses cost? It varies; see page 5 for general information on tuition and fees.

How much does it cost for a non-resident? All students, regardless of location, pay resident tuition rates.

Can I get the instructor's email or phone number? Contact CDE if you want the instructor's email or phone number. You can get an email address for your instructor. You can expect your instructor to communicate with you by email. Some instructors provide a phone number for students but not all; CDE can help you with this.

I need a proctor out of area. Do you have a list of proctors? We can help you find a proctor. Call CDE or email raexam@uaf.edu for assistance. Don't wait until the last minute!

Can I buy the course guide without the books? Yes, you may purchase the course guide as a separate item. However, you need to be sure you have all the required books/materials to complete your course.

Do I have to pay for my class at the time of registering? Yearlong – Yes, you must pay upon registration. Semester-based – No; but you must pay by the deadlines required by UAF. This is generally the first week of instruction; there are UAF monetary penalties if you are late.

What are your hours? Monday – Friday, 8:00 A.M. – 5:00 P.M. Extended hours are available during semester final examination periods; check CDE's website or call for exact dates and times.

Do I need to be admitted to UAF to register? No, you do not need to be admitted to UAF to take courses through CDE.

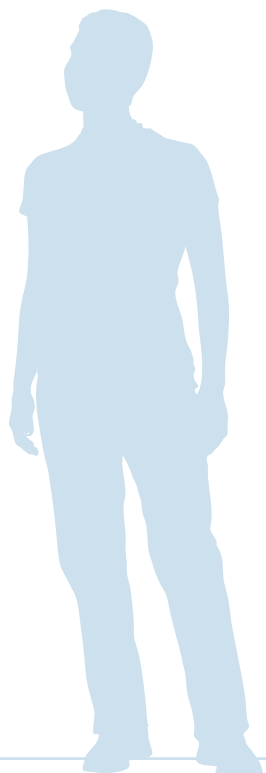
Is financial aid available for yearlong courses? Sorry, due to federal regulations, Financial Aid is not applicable to Yearlong registrations.

Is Distance Education Right for Me?

There are compelling reasons for choosing distance delivered courses in your pursuit of higher education and CDE would love to have you as a student. However, before you register, you should consider:

- Distance education courses give you greater freedom to schedule your work, but they also require more self-discipline to keep on task.
- You are normally required to work from written directions, without face-to-face explanation by the instructor. You can, however, e-mail, write or in some cases, call the instructor for further clarification.
- You will find that you spend as much time (if not more) completing assignments in a distance education course as you would if you were attending classes and completing assignments for a face-to-face course.
- Unlike face-to-face courses, you will not see your classmates or instructor. Online courses vary considerably in the amount of student-to-student interaction and communication. If you are taking a print-based course, you will rarely communicate with other students who are taking the course at the same time.

A distance education course can be easily neglected and can often be put off for various reasons. Letting these interruptions occur jeopardizes your likelihood of successfully finishing the course unless there are compelling reasons for completing the course. Think about it; we are here to help you but you are the one responsible for making the commitment.



How do I Register?

Having trouble with Registration?

Call CDE Student Services or the Academic Advisor if you experience an error during registration.

907-479-3444 or 800-277-8060

Yearlong: For students wishing to register in a yearlong course, a registration form can be found at the back of his bulletin or you may also register on the CDE web site at <http://distance.uaf.edu> or in person at our office. After the form is completed in full, it should be returned with the appropriate fees to CDE. Students may register anytime during the year for yearlong based courses.

Semester: Current University of Alaska students may register in semester-based courses at UA Online <http://uaonline.alaska.edu> or at a local University of Alaska campus. UA students, who are registering in other courses during a semester's registration period and wish to have the credits counted in their full-time student load, may register in semester-based Distance Education courses at the same time as their other courses. If you are not a current UA student, contact CDE for help registering in semester based courses (1-800-277-8060).

High school students who wish to register must complete special forms in addition to submitting the registration form. Contact CDE for information.

Tuition and Fees

All tuition and fees are payable in advance for yearlong courses. Semester-based students may register for courses during the normal registration period and payment must be made within the first week of classes. Payment by credit card (Visa or Mastercard) is accepted. Fees are as follows:

COURSE LEVEL	00-200	300-400	500-600
Tuition (per credit)	\$147	\$170	\$338
Distance Fee (per course)	\$40	\$75	\$100
UAF Network Fee (per credit)	\$3	\$3	\$7
UA Technology Fee	\$5 per credit up to a maximum of \$60 per semester		
Semester Fees	Some semester-based courses may have additional fees.		

Students residing outside the United States must submit payment in US Dollars.

CDE reserves the right to discontinue or revise courses, change instructors, and adjust fees without advance notice as needed. Special requests which incur additional costs for the Center will be charged back to the student.

UA Employees/Dependents: Tuition waivers for UA employees and their dependents are available for Distance Education courses.

Alaska Senior Citizens: A Board of Regents policy waives regular tuition for Alaska residents at the age of full Social Security retirement benefits. You are eligible to use the Senior Citizen Tuition Waiver and enroll in UAF courses if:

- You are a permanent resident of Alaska;
- You are eligible to receive **FULL** Social Security retirement benefits; and
- There is space in the class or classes you want.

You must meet both age and residency requirements by one of the following dates to be eligible for the corresponding semester: Sept. 1 for fall; Jan. 1 for spring; May 1 for summer. Reimbursements will not be made to senior citizens who pay for a course and then request a waiver. For more information go to <http://www.uaf.edu/catalog/current/expenses/tuition.html>.

Veterans' benefits and other forms of **financial aid** are also often applicable to Distance Education fees. Check with the local Financial Aid office about these policies. No registrations will be processed without tuition fee waiver or financial assistance form.

Types of Enrollment

Semester-Based Enrollment

Any student may take a semester-based course. Current students at the University of Alaska may benefit from registering in Distance Education courses on a semester basis, since the course then counts toward full-time status and financial aid. Registration must take place during the normal semester registration or preregistration period through the student's local University of Alaska campus or using UAOnline.

Other students should contact CDE for help registering in semester-based courses.

Students must complete a semester-based course by the stated deadlines; the final grade must be submitted at the same time as all other on-campus semester course grades.

All policies and procedures that apply to regular, on-campus semester courses will apply to semester-based Distance Education courses. Grades for these courses will factor into both the semester and cumulative GPA.

If a student does not complete a semester-based course during the official semester time frame, **financial aid for the next semester MAY be negatively impacted**. Financial aid requirements should be considered before you decide not to complete a course. Failure to complete a semester-based course may also adversely affect grade point average, future enrollment, and may lead to academic probation. See page 11 for information if you run into potential completion issues.

Semester-based courses cannot be changed into regular yearlong courses.

Yearlong Enrollment

You may enroll in a yearlong course at any time. The maximum time for completion of a yearlong course is 12 months from the date of registration.



Just For Students!

The 'Student Survival Guide' is full of helpful information for CDE courses. Here's how you can get one:

- Pick one up at our office at 2175 University Avenue Suite 200.
- Download a pdf online at <http://distance.uaf.edu>.
- If you purchase your books through the CRCD Bookstore, you will receive a Student Survival Guide automatically with your order.
- We will mail you one upon request.

Comparing Enrollment Types

Semester-Based course	Full-year course
Registration is possible only during the formal registration period. There is no registration for semester-based Distance Education courses beyond the last day to enroll for regular semester-length courses.	Registration is possible any time during the year.
Registration takes place at your local University of Alaska campus, or, if you are current UA student, you may also register at UAOnline at http://uaonline.alaska.edu/ . Other students should call CDE.	Registration takes place online at http://distance.uaf.edu or at the Center for Distance Education office in Fairbanks.
A course is counted in the study load for the purposes of full-time classification for financial aid, housing, etc.	A course does not count in the current semester study load.
All rules applicable to regular semester course grading apply. Students are required to complete the Distance Education course by the CDE semester deadline date (this date may be EARLIER than the end of the UAF semesters). If you do not, an Incomplete ("I") MAY be given at the discretion of the instructor. At the end of the agreed-upon time extension, the instructor MUST assign a letter grade (A - F). If the instructor does not assign a letter grade, the "I" will change to an "F" after one year.	Student has a full year to complete the course. If the course is not completed, but the student has completed at least half the lessons with a grade of "C" or better, one Extension may be granted (\$50 for 6 months). At the end of the Extension, the Instructor MUST assign a letter grade (A - F).
The course counts in both the semester and the cumulative grade point average.	The course counts only in the cumulative grade point average for purposes of graduation.
A semester-based Distance Education course is considered as UAF residence credit.	The full-year Distance Education course is counted as UAF residence credit.
In general, students may complete the course at their own pace within the semester. However, some instructors have established lesson-completion goals throughout the semester which must be met. The student may be able to finish the course in less than a semester.	Students may complete the course at their own pace within the year, although some courses have lesson completion goals. You may finish the course in less than a year.
Faculty MAY withdraw students from the course before the tenth week if sufficient work has not been accomplished. A "W" appears on the transcript. It is NOT computed in the GPA, but may affect financial aid.	Students MAY be withdrawn before 7 months if there has been insufficient progress in the course. A "W" appears on the transcript. It is NOT computed in the GPA.
Faculty MAY issue a grade of No-Basis (NB) if there is insufficient progress or attendance for evaluation to occur and communication with the student has been lost. This is not a substitute for an Incomplete since NB is a permanent grade; NB cannot be removed by later completing the outstanding work.	Faculty MAY issue a grade of No-Basis (NB) if there is insufficient progress or attendance for evaluation to occur and communication with the student has been lost. This is not a substitute for an Incomplete since NB is a permanent grade; NB cannot be removed by later completing the outstanding work.
There are no restrictions on the number of courses which may be used towards degree completion.	There are no restrictions on the number of courses which may be used towards degree completion.

What about Books and Materials?

Books and Materials Costs

For most courses books (and often other materials) are required. Once you have selected your course(s), please use the tables on following page to help understand how to order and receive your materials. The basic things you should know before ordering are:

- Am I taking this course as a Semester-Based student or a Yearlong student?
- Am I taking a Web-Based (online) or a Print-Based course (correspondence)?
- Am I taking both?

What if I need to Return Books and Materials?

There are two separate bookstores that help students find and order materials online. Depending on the course(s) you are taking you may use one or both of these bookstores. The tables on the next page will guide you through that process.

If you have ordered and received your materials and then decide that you no longer are able to take the course, there are also separate return policies for each of the bookstores. It is CRITICAL that you keep your RECEIPT and that you note the DATE of the SALE and DATE of the RECEIPT of your materials.

CRCD Bookstore

<http://www.uaf.edu/rural/students/bookstore-services/RETURNS-POLICY.pdf>

Over-the Counter Purchase: If you purchased your materials over the counter at the bookstore location in Fairbanks you have five business days from the date on the receipt for 100% refund. Shrink wrapped books must remain in shrink wrap for a FULL refund; If materials are not in the shrink wrap, the CRCD Bookstore will refund up to 80% (during the five business day policy). Photocopied material, CD's, DVD's, and Software are NOT refundable once they leave the Bookstore. After five business days, the CRCD Bookstore can process a 50% refund. After 30 days, the refund will be processed as a buyback. ***Please consult the CRCD Bookstore for the most current information, as this policy may change.***

Mail Out Sales: If you had your materials sent to you, you have 21 days from the date on the mail order to return your products for a FULL refund. Shrink wrapped books must remain in shrink wrap for a FULL refund; If materials are not in the shrink wrap, the CRCD Bookstore will refund up to 80%. Photocopied material, CD's, DVD's, and Software are NOT refundable once they have been opened. From 22 – 30 days from the date on the mail order, there will be a 50% refund. After 30 days, the refund will be processed as a buyback. Please check the CRCD Bookstore website for information on using return labels. ***Please consult the CRCD Bookstore for the most current information, as this policy may change.***

UAF Bookstore

<http://uaftext2u.com>, click Help/FAQ, then go down to Policies/Return Policy

Items may be returned within 14 days from receipt or 14 days after the start of classes, whichever is later. Items shipped within 10 days of the end of classes are non-refundable. Items must be received in the original condition so please pack your items securely. New items received with markings or damage will be refunded at the used price. Software or CD returns are accepted only if unopened, unless defective. See the website listed above for more details on shipping, insurance, required documentation and customer service contacts. ***Please consult the UAF Bookstore for the most current information, as this policy may change.***



WHAT'S NEW?

If you are enrolled in a **TXA** section course you **MUST purchase books through the UAF Bookstore** (<http://uaftext2u.com>).

Starting September 2010:

Students must order Year-long course materials online from the CRCD bookstore.



Starting January 2011: Students must order all course materials (except for TXA sections) online from the CRCD bookstore.

How do I get my materials?

Books and materials ordering is changing in 2010-2011, please see the tables below. For the most current information, please visit us online at <http://distance.uaf.edu>. If you have questions about how to get your books and materials, please contact us.

Yearlong Students


Starting September 1, 2010, students taking Yearlong courses must order all materials online from the CRCD Bookstore:


	 PRINT	 WEB
Yearlong Students	CRCD Bookstore - Order Online http://distance.uaf.edu/go/books (Pick-up or Receive by Mail)	CRCD Bookstore - Order Online http://distance.uaf.edu/go/books (Pick-up or Receive by Mail)

Semester-Based Students

The table below is divided into two major sections: Web-Based and Print-Based. There are separate sections for the Fall 2010, Spring 2011, and Summer 2011 semesters; make sure you are looking at the correct semester.

For Print-Based courses the procedure is pretty straight-forward; please see the lower half of the table below. For Web-Based courses, you will need to know an additional piece of information: whether some of the course(s) you have selected are ABUS (Applied Business) or some BA courses (BA varies by semester). The ABUS and BA courses that are affected have a Section Code of TXA and NOT FX or UX. You can find the Section Code on CDE's website (<http://distance.uaf.edu>), at the University of Alaska Gateway (<http://www.alaska.edu/distance>), at UAOnline (<http://uaonline.alaska.edu>) under Class Schedule (select the correct semester AND UAF – Main Campus) or by calling CDE.

 WEB-BASED COURSES							
SEMESTER ▶	FALL 2010			SPRING 2011		SUMMER 2011	
COURSE TYPE ▶	TXA, some ABUS and BA	FX, FS, Fairbanks Area Students	US, UX, Students Outside Fairbanks Area	TXA, ABUS, some BA	All Students Except TXA,	TXA, ABUS, some BA	All Students Except TXA
WHERE TO PURCHASE ▼							
UAF Bookstore - Order Online http://uaftext2u.com (Receive by Mail)	X			X		X	
CRCD Bookstore - Order Online http://distance.uaf.edu/go/books (Pick-up or Receive by Mail)		X			X		X
CRCD Bookstore - No online order required Books charged and sent automatically (Receive by Mail)			X				

 PRINT-BASED COURSES				
SEMESTER ▶	FALL 2010		SPRING 2011	SUMMER 2011
COURSE TYPE ▶	Fairbanks Area Students	Students Outside Fairbanks Area	All Students	All Students
WHERE TO PURCHASE ▼				
CRCD Bookstore - Order Online http://distance.uaf.edu/go/books (Pick-up or Receive by Mail)	X		X	X
CRCD Bookstore - No online order required Books charged and sent automatically (Receive by Mail)		X		

NEED HELP?

Visit us online at:

<http://distance.uaf.edu>

or call us at **907-479-3444**

or **800-277-8060**

Placement Exams and Prerequisites

Prerequisites

Some courses have prerequisites that must be met before students are eligible to register in the course. These requirements are used as a guideline so that the student is prepared for the intended course. It's up to the student to make sure that he or she has fulfilled these requirements. Prerequisites are listed in the individual course descriptions.

Mandatory Placement Exams

Many courses (DEVE, DEVM, ENGL, MATH, and others) require placement exams, prior qualifying coursework, or other standardized test scores for ALL students intending to register in these courses. Some exceptions may be made by instructors on a case by case basis. For more information on which classes require placement exams please consult UAF policy or visit http://www.uaf.edu/catalog/current/admissions/transfer_placement.html.

If you are a local student and need to take a placement exam, contact Academic Advising at 907-474-6396 or toll-free at 1-888-823-8780 online at <http://www.uaf.edu/advising>. If you are a UA student and reside in Alaska, you may take the placement exams at the main campuses, the extended campuses and CDE. Please call CDE's Student Services for further information.

How do I take Examinations and What about my Final Grade?

Examinations

Most Distance Education courses require that the student complete proctored examinations. Online courses may have online or paper exams. For print-based courses, Examination Request Forms are included in each course guide. Alternatively, you can find the forms online at <http://distance.uaf.edu>. There are no charges for taking exams at our facility.

Fairbanks area students may take their exams at the CDE office; it is NOT necessary to make an appointment at CDE's testing center. A photo ID is required. It is important to indicate which exam is being requested as most courses have several sections.

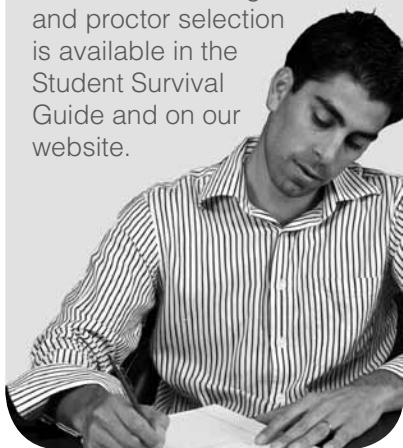
If exams are to be taken at another location, two weeks should be allowed between the date of mailing the exam request or submitting the online exam request form and the requested examination date. Examinations will not be sent unless it is evident that lessons are being submitted at a steady rate and an appropriate proctor is selected.

Final Grades and Transcripts

Upon completion of a course, including the final examination, an unofficial final grade report may be sent to the student by CDE. You may also find an unofficial transcript using your UAOnline account. The final grade will also be recorded in the UAF Registrar's Office. Allow at least two weeks between completion of the final examination and the official recording of the course grade. If you have specific needs for an expedited final grade, please call CDE. Official transcripts must be requested (there is a fee) from the Registrar's Office (1-877-474-6046 or online at <http://www.uaf.edu/reg/transcripts>). No transcript will be provided if the student has any UA fees outstanding.

Taking Examinations

More information on examination arrangements and proctor selection is available in the Student Survival Guide and on our website.



Logistics if you need to make a change

Can I transfer to another Course?

Yearlong Courses - A student may transfer from one Distance Education yearlong course to another Distance Education yearlong course by completing a Drop/Add form (available from CDE or online at <http://distance.uaf.edu>) **within 60 days of the original registration date**. The original registration date will apply for all policies regarding expiration, extension, withdrawal, refund, thereafter. Only one transfer per course will be allowed. A course is not transferable from one student to another. The student will be charged a \$15 transfer fee.

What if I need to Drop or Withdraw from a Course?

Yearlong Courses - You may drop your yearlong course within three weeks of the original registration date; a 100% refund of tuition and fees, minus a \$15 processing fee will be given. After three weeks but within 60 days, the student can drop and will receive 50% of tuition only. No refunds will be processed after the 60 day time period. A course dropped within 60 days of registration will not appear on your transcript. You may withdraw from an Distance Education yearlong course through the seventh month of the yearlong term by completing a Drop/Add form (available from CDE or online at <http://distance.uaf.edu>). If you drop after 60 days and before 7 months, a grade of "W," withdrawal, will be given which will not affect the grade point average and is non-punitive. Withdrawal after the seventh month (late withdrawal) may be possible, but additional paper-work is required so you should contact CDE.

A Notice of Impending Expiration will be sent within three months of the course expiration date (one year from the date of registration) to yearlong students who have not yet completed a course.

Semester-based Courses - Students who have registered in a semester-based Distance Education course will have to abide by the regular UAF semester policies and procedures regarding drops (generally about two weeks after the first day of instruction) and refunds. If done within the "drop" period, it may be possible for you to switch into a different CDE course; please call CDE for assistance. You may withdraw from a course (generally up until about eight weeks after the first day of instruction). You will receive "W" on your transcript, which will not affect your GPA, but could affect your financial aid. A refund of tuition and fees is not possible after the official drop period. UA students should withdraw at their local campus. Please call CDE if you need assistance withdrawing from a course. See the UAF Catalog at <http://www.uaf.edu/catalog> and the current UAF schedule for exact dates as they change each semester.

What if I need more time?

Yearlong Courses -If a student has completed at least 50% of the course assignments, you may apply for a 6-month time extension by completing a Course Extension Request form available from CDE or online at <http://distance.uaf.edu/>. This form must be submitted 10 days prior to the expiration date and must be accompanied by a \$50 fee per course. Only one six-month extension per course will be allowed.

Semester-Based Courses -If you would like to complete the course but are unable to finish by the deadline, it is your responsibility to contact the instructor to make arrangements for an Incomplete ("I") grade; a Semester-Based Student Request for Incomplete Grade form must be completed and signed by the instructor. Whether to award an incomplete grade is entirely at the discretion of the instructor. The instructor can determine the length of time the student has to complete the course. At the end of the stated term, the instructor must award a letter grade (A-F) based on work completed which will be factored into the GPA. A copy of the form can be found on our web site at <http://distance.uaf.edu/>

New Applied Business Classes at CDE

New ABUS Courses Offered

Check out New ABUS Classes at CDE and make progress towards a UAF Associate's degree in Applied Business. Courses include:

ABUS 142 - Office Accounting
ABUS 154 - Human Relations
ABUS 155 - Business Math
ABUS 170 - Business English
ABUS 175 - Customer Service
ABUS 178 - Business & Professional Presentation
ABUS 179 - Fundamentals of Supervision
ABUS 210 - Income Tax
ABUS 233 - Financial Management
ABUS 241 - Applied Business Law I
ABUS 260 - Marketing Practices
ABUS 263 - Public Relations
ABUS 271 - Business Communications
ABUS 275 - Applied International Business
and more!



Rural Allied Health Programs

Online Training for Healthcare Careers

The Rural Allied Health department of UAF's College of Rural and Community Development offers a wide variety of education and training for careers in the fast-growing health care industry. Some programs can be completed in one semester, allowing students to gain employment in entry level positions. Other programs will take more time and will provide the student with higher paying careers in health care. Many programs include a practicum in a medical office, dental office laboratory or hospital. The faculty in Rural Allied Health works closely with students to match their career goals to education pathways.

Choose among these opportunities, ALL ONLINE!!

Health Care Reimbursement, Cert.
Medical Billing, O.E.
Medical Coding, O.E.
Medical/Dental Reception, Cert.
Medical Office Reception, O.E.

Special Information for Alaska Teachers

Courses for Teacher Certification/Recertification

The following Distance Education courses are recognized for certification and recertification by the State of Alaska Department of Education and Early Development; see the course titles and descriptions at the back of this bulletin.

For Alaskan Studies: ANS F242, ANTH F242, GEOG F302, HIST F115, and HIST F461.

For Multicultural Education: CCS F610, ED F610, ED F616, ED F631, and ED F660.



Information for All Students

Services Available to Me as a Student

Off-Campus Library Services through the UAF Rasmuson Library can be arranged by calling 1-800-478-5348. This unit was set up to serve UAF students who do not have access to appropriate information resources in their town or village.

The **UAF Writing Center** and **Computer Lab** offers free writing tutoring to any student in any subject. Tutoring can take place via telephone, fax or over the Internet. Students can call 907-474-5314 for more information. Tutoring services are free.

Contact UAF's toll-free **Math Hotline** for problem solving and math help. Call 866-823-6284.

UAF has a **Disability Services** office that provides academic accommodations to registered students who are identified as being eligible for these services. If you believe you are eligible, please visit <http://www.uaf.edu/chc/disability.html> or contact Disability Services on the Fairbanks Campus at 907-474-5655, (TTY) 907-474-1827, fydso@uaf.edu.

CDE forms for students are available on-line at <http://distance.uaf.edu>.

Courses not offered here may be available from other University of Alaska campuses. See **Distance Learning** at UA <http://www.alaska.edu/distance>

The University of Alaska Fairbanks participates in the **Defense Activity for Non-Traditional Education Support** (DANTES) programs; information is available from base personnel or education officers. Veterans' educational benefits are also applicable for Independent Learning courses. DANTES students must complete UAF registration forms.

Courses not offered here may be available from other institutional members of the **University Continuing Education Association** which offer independent study courses listed in Peterson's Independent Study Catalog online at <http://www.petersons.com>.

CDE Academic Advising

The CDE Academic Advisor is here to help current and prospective students select courses, navigate UAF resources, and improve your distance learning experience.

Brighton Brooks earned her Psychology BA and Masters in Education right here at UAF! Her time is split at CDE working with students and with instructors.

Contact Brighton:

Phone: 907.479.4706

Email: cde.advisor@alaska.edu

Second Life: "Brighton Quicksand" at Rhetorica Island (please inquire for 2nd life appointment)

Skype: [brighton.wood](https://www.skype.com/user/brighton.wood)

Google Chat: cde.advisor@alaska.edu

Facebook: Brighton Brooks.

Live Chat with Brighton by clicking on the "Live Chat" button on our website.

You can also visit her for a walk-in appointment at her office Monday-Friday from 8:30am-4:30pm at 2175 University Ave. S. Ste. 200 in Fairbanks, Alaska.



Quick List of Available Courses 2010-2011

Dept.	Course Number	Course Title	Credits	Available Online	Available Print-based	Available Yearlong	Available Semester-Based
ABUS	101	Principles of Accounting I	3	•		•	•
ABUS	120	Personal Finance and Investing	3	•	•	•	•
ABUS	141	Payroll Accounting (Spring 2011)	3	•			•
ABUS	142	Office Accounting I	3	•			•
ABUS	154	Human Relations	3	•			•
ABUS	155	Business Math	3	•			•
ABUS	161	Personal and Business Finance (Spring 2011)	3	•			•
ABUS	170	Business English	3	•			•
ABUS	175	Customer Service	3	•			•
ABUS	178	Business & Professional Presentations	3	•			•
ABUS	179	Fundamentals of Supervision	3	•			•
ABUS	201	Principles of Accounting II	3	•		•	•
ABUS	202	Principles of Accounting III (Spring 2011)	3	•			•
ABUS	210	Income Tax	3	•			•
ABUS	220	Microcomputer Accounting: QuickBooks	3	•		•	•
ABUS	223	Real Estate Law	3	•		•	call CDE
ABUS	232	Contemporary Management Issues (Spring 2011)	3	•			•
ABUS	233	Financial Management	3	•			•
ABUS	235	Fund Accounting for Non-Profit	3	•			•
ABUS	241	Applied Business Law I	3	•			•
ABUS	242	Employment Law (Summer 2011)	3	•			•
ABUS	260	Marketing Practices	3	•			•
ABUS	263	Public Relations	3	•	•	•	•
ABUS	271	Business Communications	3	•			•
ABUS	272	Small Business Planning (Spring 2011)	3	•			•
ABUS	275	Applied International Business	3	•			•
AIS	101	Effective Personal Computer Use	3	•			•
ANS	111	History of Alaska Natives	3	•		•	•
ANS	242	Native Cultures of Alaska	3		•	•	•
ANTH	100X	Individual, Society, and Culture	3	•	•	•	•
ANTH	101	Introduction to Anthropology	3		•	•	•
ANTH	242	Native Cultures of Alaska	3		•	•	•
ART	200X	Aesthetic Appreciation: Interrelation of Art, Drama, Music	3	•	•	•	•
ART	347	Lighting Design	3	•			•
AVTY	100	Private Pilot Ground School	4	•		•	•
BA	151	Introduction to Business	3	•	•		•
BA	281	Sports Management	3	•			•
BA	307	Introductory Human Resource Management (Spring 2011)	3	•			•
BA	323X	Business Ethics (Spring Only)	3	•			•
BA	330	Legal Environment of Business	4	•		•	•
BA	343	Principles of Marketing	3	•		call CDE	•
BA	457	Training and Management Development (Summer 2011)	3	•			•
BIOL	104	Natural History of Alaska	3		•	•	•
BIOL	150	Introduction to Marine Biology	3		•	•	•
CCS	610	Education and Cultural Processes	3		•	•	•
CIOB	128	Using and Configuring Windows 7	3	•			•

Quick List of Available Courses 2010-2011

Dept.	Course Number	Course Title	Credits	Available Online	Available Print-based	Available Yearlong	Available Semester-Based
CIO	135	Microcomputer Spreadsheets: Excel 2007	3	•		•	•
CIO	146A	Using the Internet I	1	•		•	•
CIO	146B	Using the Internet II	1	•		•	•
CIO	146C	Using the Internet III	1	•		•	•
CIO	233	Desktop Publishing: InDesign	3	•			•
CIO	240	Microcomputer Databases: Access	3	•		•	•
CIO	255	Microcomputer Graphics: Photoshop	3	•			•
CIT	220	Implementing Internet Technology and Tools	3	•			•
CIT	222	Internet Authoring and Design	3	•			•
COMM	300X	Communicating Ethics	3	•		•	•
CS	101	Computers & Society	3	•		•	•
CS	102	Introduction to Computer Science	3	•		•	•
CS	103	Introduction to Computer Programming	3	•		•	•
CS	670	Computer Science for Software Engineers	3	•		•	•
DEVE	070	Preparatory College English	3	•	•	call CDE	•
DEVM	050	Prealgebra (Spring, 2011)	3	•	•	call CDE	call CDE
DEVM	060	Elementary Algebra	3	•	•	•	•
DEVM	061	Review of Elementary Algebra (Spring 2011)	1		•	call CDE	call CDE
DEVM	071	Review of Intermediate Algebra (Spring 2011)	1		•	call CDE	call CDE
DEVM	105	Intermediate Algebra	3	•	•	call CDE	•
ECE	210	Child Development and Guidance	3	•		•	•
ECE	245	Child Development	3	•		•	•
ECON	100X	Political Economy	3	•	•	•	•
ECON	201	Principles of Economics I: Microeconomics	3	•			•
ECON	202	Principles of Economics II: Macroeconomics	3	•			•
ECON	350	Money and Banking	3	•		•	•
ED	486	Media Literacy	3	•	•	•	•
ED	601	Introduction to Applied Social Science Research	3	•			•
ED	610	Education and Cultural Processes	3		•	•	•
ED	616	Education and Socioeconomic Change	3		•	•	•
ED	631	Small Schools Curriculum Design	3		•	•	•
ED	660	Educational Administration in Cultural Perspective	3		•	•	•
ED	694	Dynamic Earth Process: A science course for teachers	3	•			•
ENGL	111X	Introduction to Academic Writing	3	•	•	•	•
ENGL	200X	World Literature	3	•	•	•	•
ENGL	211X	Academic Writing about Literature	3		•	•	•
ENGL	212	Business, Grant, and Report Writing	3	•	•	•	•
ENGL	213X	Academic Writing about the Social and Natural Sciences	3	•	•	•	•
ENGL	314	Technical Writing	3	•		•	•
FISH	101	Introduction to Fisheries (Spring, 2011)	3	•			•
FLM	105	History of the Cinema	3	•	•	•	•
FLM	308	Film Criticism	3		•	•	•
GEOG	101	Local Places/Global Regions: Introduction to Geography	3		•	•	•
GEOG	111	Earth Systems: Elements of Physical Geography	3		•	•	•
GEOG	302	Geography of Alaska	3		•	•	•

Quick List of Available Courses 2010-2011

Dept.	Course Number	Course Title	Credits	Available Online	Available Print-based	Available Yearlong	Available Semester-Based
HIST	100X	Modern World History	3	•	•	•	•
HIST	101	Western Civilization	3		•	•	•
HIST	110	History of Alaska Natives	3	•		•	•
HIST	115	Alaska, Land and Its People	3		•	•	•
HIST	131	History of the US	3	•	•	•	•
HIST	132	History of the US	3	•	•	•	•
HIST	461	History of Alaska (Online Spring 2011)	3	•	•	•	•
HLTH	100	Medical Terminology	3	•			•
HLTH	106	Human Behavior and Health Care	3	•			
HLTH	110	Professional Skills in the Workplace	2	•			•
HLTH	130	Medical Office Terminology	3	•			•
HLTH	203	Science of Nutrition	3	•	•	•	•
HLTH	235	Medical Coding	4	•			•
HLTH	236	Outpatient Health Care Reimbursement	3	•			•
HLTH	237	Inpatient Health Care Reimbursment (Spring 2011)	3	•			•
HUMS	125	Introduction to Addictive Processes (Spring only)	3	•			•
JRN	101	Introduction to Mass Communication	3	•		•	•
JRN	105	History of the Cinema	3	•	•	•	•
JRN	308	Film Criticism	3		•	•	•
JRN	311	Magazine Article Writing (Call CDE for availability)	3	•			•
JRN	347	Lighting Design	3	•			•
JRN	413	Mass Media Law and Regulation	3	•			•
JUST	110	Introduction to Justice	3	•			•
JUST	125	Introduction to Addictive Processes (Spring only)	3	•			•
JUST	222	Research Methods	3	•			call CDE
JUST	300X	Ethics and Justice	3	•			•
JUST	310	Principles of Corrections (Fall only)	3	•			•
JUST	340	Rural Justice in Alaska (Spring only)	3	•			•
JUST	630	Media Relations and Public	3	•		•	
LAS	call CDE	Land and Environment	3	•			call CDE
LAT	101	Beginning Latin I (Online Spring 2011)	3	•	•	•	•
LAT	102	Beginning Latin II	3		•	•	•
LAT	201	Intermediate Latin I	3		•	•	•
LAT	202	Intermediate Latin II	3		•	•	•
LING	101	Nature of Language (Online Spring 2011)	3	•	•	•	•
LS	101X	Library Information and Research	1	•		•	•
MATH	103X	Concepts and Contemporary Applications of Mathematics	3	•	•	•	•
MATH	107X	Functions for Calculus	4	•	•	•	•
MATH	108	Trigonometry	3	•	•	•	•
MATH	161X	Algebra for Business and Economics	3	•		•	•
MATH	200X	Calculus I	4	•	•	•	•
MATH	201X	Calculus II	4	•	•	•	•
MATH	202X	Calculus III	4	•	•	•	•
MATH	205	Math for Elementary School Teachers I	3		•	•	•
MATH	206	Math for Elementary School Teachers II	3		•	•	•
MATH	262X	Calculus for Business and Economics	3	•			•


Quick List of Available Courses 2010-2011

Dept.	Course Number	Course Title	Credits	Available Online	Available Print-based	Available Yearlong	Available Semester-Based
MSL	111X	The Oceans	4	•			•
MUS	103	Music Fundamentals (Online Spring 2011)	3	•	•	•	•
MUS	125	Enjoying Jazz	2		•	•	•
MUS	200X	Aesthetic Appreciation: Interrelation of Art, Drama, Music	3	•	•	•	•
NRM	101	Natural Resources Conservation	3	•			•
PS	100X	Political Economy	3		•	•	•
PS	101	Introduction to American Government and Politics	3	call CDE	•	•	•
PS	300X	Ethics & Society	3		call CDE	call CDE	call CDE
PSY	101	Introduction to Psychology	3	•	•	•	•
PSY	250	Introductory Statistics for Behavioral Sciences	3	•	•	•	•
PSY	304	Personality	3	•			•
PSY	320	History and Systems of Psychology	3	•			•
PSY	330	Social Psychology	3	•			•
PSY	333	Human Sexuality Across Cultures	3	•			•
PSY	345	Abnormal Psychology	3	•			•
PSY	370	Drugs and Drug Dependence	3	•	•	•	•
PSY	469	Health Psychology	3	•	•	•	•
PSY	647	Professional Ethics	3	•		•	•
PSY	666	Family and Network Therapy	3	•		•	•
RD	493	ANCSA: Pre-1973-Present	3	•			•
RD	693	ANCSA: Pre-1973-Present	3	•			•
SOC	100X	Individual, Society, and Culture	3	•	•	•	•
SOC	250	Introductory Statistics for Behavioral Sciences	3	•	•	call CDE	call CDE
SOC	330	Social Psychology	3	•			•
SOC	333	Human Sexuality Across Cultures	3	•			•
SPAN	317	Advanced Spanish Grammar	3	•			•
SPAN	393	Advanced Spanish Composition	3	•			•
STAT	200X	Elementary Probability and Statistics	3	•	•	•	•
SWE	670	Computer Science for Software Engineers	3	•		•	•
SWK	375	Research Methods in Social Work	3	•		•	•
SWK	440	Social Work with Military Families	3	•			•
THR	200X	Aesthetic Appreciation: Interrelation of Art, Drama, Music	3	•	•	•	•
THR	347	Lighting Design	3	•			•
TTCH	301	Technology and Society	3	•		•	•
WMS	201	Introduction to Women's Studies	3	•			•
WMS	332	Human Sexuality Across Cultures	3	•			•

Course Listings

Reading the Course Descriptions

Technology Fee*: \$5/credit not to exceed \$60 max/term

Department/Program	Modes of Delivery	Dept / Number / - delivery	Fulfills Graduation Requirement (see below)	Offered*	Number of Credit Hours	Tuition**	Distance Fee	UA Network Charge	Technology Fee	Instructor
Mathematics		MATH F108-web		sem/year		\$441	\$40	\$9	\$15	
		Course Name								Carstens, Dan
		Course Description/ Prerequisites/Recommendations								
		Special Requirements								

Offered*: Semester-Based courses may be subject to additional semester fees.

Tuition:** Fees have changed, for more information, see page 8.

Understanding Icons



Print-Based courses are delivered by printed course guide and course materials. Coursework is submitted via mail, fax or email; check the course guide for options.



Print-Based with Computer/Web Enhancement courses are print-based courses that may utilize a computer for content that is provided with the materials or for the internet for activities involving online resources. In these cases, it is noted in the course description.



Web-Based courses are delivered through online instruction using Blackboard™. Students receive materials by mail that are used in addition to on-line resources. Coursework is submitted through Blackboard™. Students may be asked to download and upload files, complete web research, create audio files or other types of presentations all depending on the course. **Log on the first day of instruction or before!**



Both Web-Based and Print-Based courses are available.

Computer with CD/DVD, Internet, Email, and Blackboard are required for all Web-Based courses.

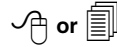
The course name or course number may be followed by letters in parentheses which indicate what requirements these courses meet:

X	=	baccalaureate core
W	=	written communication
O	=	oral communication
h	=	humanities
n	=	natural science
m	=	math
s	=	social science

Applied Business



ABUS F101-web	sem*/year	\$441	\$40	\$9	\$15
Principles of Accounting I, 3cr					
Anger, Andreas Whitehorn, Joyce					
Accounting concepts and procedures for service businesses and for merchandising businesses owned by a single proprietor. A preparers approach is used emphasizing the use of debits and credits to account for the details of business transactions. Purchase your textbooks online through eFollett.					
<i>SPECIAL REQUIREMENTS: Access and knowledge of Microsoft Word, Excel and PowerPoint.</i>					



ABUS F120-web/print	sem*/year	\$441	\$40	\$9	\$15
Personal Finance and Investing, 3cr					
Kuss, Herb					
Personal financial planning, goal setting, and investing. Stocks, bonds, trusts, securities, options, real estate and other investment vehicles. Inflation, taxes, interest rates, retirement, and selecting financial planners.					



ABUS F141-web	semester*	\$441	\$40	\$9	\$15
Payroll Accounting, 3cr					
Ward, Kelly					
Payroll records and laws. Methods to compile and calculate payroll information, earnings, deductions and net wages. City, state and federal tax report forms. For payroll personnel. (available Spring 2011)					



ABUS F142-web	semester*	\$441	\$40	\$9	\$15
Office Accounting I, 3cr					
Ward, Kelly					
Basic accounting procedures in retail, service and trade businesses. The complete accounting cycle, including record keeping, posting and preparation of financial statements, bank reconciliation, payroll computations and closing books. Accounts receivable, accounts payable, purchasing, credit and other accounting requirements. RECOMMENDED: ABUS F101; ABUS F141; concurrent enrollment or completion of ABUS F201; ABUS F220. (available Fall 2010)					
<i>SPECIAL REQUIREMENTS: Access to Quickbooks Pro 2009.</i>					



ABUS F154-web	semester*	\$441	\$40	\$9	\$15
Human Relations, 3cr					
Brown, Melissa					
Attitudes, self-concepts, personal communication styles, motivation, interactions, positive reinforcements, team building and leadership development.					

“I enjoy getting to know the online students throughout each semester. It is fulfilling to help them further their education and understanding of accounting and how it can be used in any occupation or field they choose. It is rewarding to receive feedback and see how students developed an understanding of new concepts in which they can apply to their lives rather it is professionally or personally.”

Kelly Ward has been an adjunct instructor at the UAF Community and Technical College since spring of 2008 and has taught Principles of Accounting I, Principles of Accounting III, Office Accounting, Payroll Accounting, and Fund Accounting for Non-Profits. Recently she taught Payroll Accounting and Principles of Accounting III online and will be teaching QuickBooks, Fund Accounting for Non-Profits and Office Accounting online in the fall.



*Semester-Based courses may be subject to additional semester fees.

Delivery Mode:



Print-based



Web-based



Combination Print/Computer/Web

Applied Business



Course Number	Offered	Tuition	Distance	Network	Technology
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ABUS F155-web	semester*	\$441	\$40	\$9	\$15
Business Math, 3cr					Heusinkveld, Evelyn
Review of basic math computation skills applied to various business areas. Emphasis on applications.					



ABUS F161-web	semester*	\$441	\$40	\$9	\$15
Personal and Business Finance, 3cr					Kuss, Herbert
Explores the management of personal and family finances, including financial planning, budgeting, time value of money, consumer buying, personal credit, savings and investment, home ownership and mortgages, insurance, estate planning, retirement, consumer fraud, and laws. (available Spring and Summer 2011)					



ABUS F170-web	semester*	\$441	\$40	\$9	\$15
Business English, 3cr					Earp, Mary
Comprehensive review of grammar, punctuation, capitalization and spelling, with emphasis on business and office occupations. RECOMMENDED: DEVE F070; DEVS F104; placement into ENGL F111X; or departmental/instructor permission.					



ABUS F175-web	semester*	\$441	\$40	\$9	\$15
Customer Service, 3cr					McCrea, Scott
Presents customer service as integral to business success. Preparation for effective interaction with customers. Includes trends, interpretation of trends and development of fundamental skills necessary to achieve excellence.. RECOMMENDED: BA F151; ABUS F154.					



ABUS F178-web	semester*	\$441	\$40	\$9	\$15
Business & Professional Presentations, 3cr					Babers-Milliron, Terri
Organizing a message, document design, visual presentations, analyzing audiences, communicating the message and presenting financial information. (available Fall 2010)					



ABUS F179-web	semester*	\$441	\$40	\$9	\$15
Fundamentals of Supervision, 3cr					Brown, Melissa Maynor, Melanie
Effective supervisory concepts including planning, organizing and staffing functions. Communicating and delegating effectively, morale, productivity, decision making, positive position discipline and performance goals development. (available Fall 2010 and Spring 2011)					



ABUS F201-web	sem*/year	\$441	\$40	\$9	\$15
Principles of Accounting II, 3cr					Anger, Andy Whitehorn, Joyce
Introduction to accounting concepts and procedures for a business. Emphasis is on the accounting cycle and the recording, summarizing and interpretation of accounting data. RECOMMENDED: Math placement at the 100 level or above.					



ABUS F202-web	semester*	\$441	\$40	\$9	\$15
Principles of Accounting III, 3cr					Ward, Kelly
Continuation of elementary accounting concepts and procedures with the introduction of cost accounting principles for manufacturing and service operations. Job order costing, process costing, cost-volume profit, budgeting and variances are introduced. RECOMMENDED: Math placement at F100-level or above. (available Spring 2011)					



ABUS F210-web	semester*	\$441	\$40	\$9	\$15
Income Tax, 3cr					Kuss, Herbert
Income tax fundamentals. Includes how to complete basic income tax forms/schedules for individuals and small business owners. Covers taxable income, deductions, credits, exemptions, computation, record keeping methods, new tax laws and strategies to reduce taxes. (available Spring and Summer 2011)					

Applied Business



ABUS F220-web	sem*/year	\$441	\$40	\$9	\$15
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Microcomputer Accounting: QuickBooks, 3cr Anger, Andy
Whitehorn, Joyce

Basic microcomputer principles. Includes entering transactions, analyzing results, correcting errors and organizing business finances. Quickbooks is a widely used accounting software application. PREREQUISITES: ABUS F101 or permission of instructor. (available Fall 2010 and Summer 2011)

SPECIAL REQUIREMENTS: Microsoft Excel, Word, Powerpoint, and Quickbooks Pro 2009 (comes with text).



ABUS F223-web	sem*/year	\$441	\$40	\$9	\$15
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Real Estate Law, 3cr Foldoe, Audrey

Deeds and conveyances, mortgages, liens, rentals, appraisals, and other transactions in real estate & law. (Please contact CDE for availability at 1-800-277-8060 or in Fairbanks at 907-479-3444.)



ABUS F232-web	semester*	\$441	\$40	\$9	\$15
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Contemporary Management Issues, 3cr Brown, Melissa

Management functions, including planning, organizing, staffing, directing and controlling, human aspects of management, and decision making. PREREQUISITES: BA F151 or permission of instructor. (available Spring 2011)



ABUS F233-web	semester*	\$441	\$40	\$9	\$15
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Financial Management, 3cr Kuss, Herbert

Internal financial controls, fraud, and internal audit. RECOMMENDED: Completion of BA F151; ABUS F101 or ACCT F261. (available Fall 2010)



ABUS F235-web	semester*	\$441	\$40	\$9	\$15
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Fund Accounting for Non-Profit, 3cr Ward, Kelly

Accounting for nonprofit organizations, governmental units, health care providers, voluntary health and welfare organizations, public schools, colleges, universities and other organizations using fund accounting. PREREQUISITES: ABUS F101. (available Fall 2010)



ABUS F241-web	semester*	\$441	\$40	\$9	\$15
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Applied Business Law I, 3cr Kuss, Herbert
Brown, Melissa

Legal aspects of business problems. Principles, institutions and administration of law in contracts, agency, employment, personal sales and property ownership. PREREQUISITES: BA F151.



ABUS F242-web	semester*	\$441	\$40	\$9	\$15
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Employment Law, 3cr Kuss, Herbert

Labor and employment law with emphasis on case analysis. RECOMMENDED: BA F151. (available Summer 2011)



ABUS F260-web	semester*	\$441	\$40	\$9	\$15
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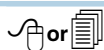
Marketing Practices I, 3cr Brown, Melissa

Designed to give students a real-world view of basic marketing principles and practices. Emphasizes planning strategy and application of marketing concepts in analysis of case studies. Examines nature of marketing and its environment, selecting target markets and developing a market mix: product, price, promotion and distribution. (available Fall 2010)

**Semester-Based courses may be subject to additional semester fees.*



Applied Business



ABUS F263-web/print	sem*/year	\$441	\$40	\$9	\$15
Public Relations, 3cr					
Public relations is image making, repairing and promoting. PR involves promotion, selling, advertising and creating public, corporate, government, church and other institutional images. Public relations professionals need skills in psychology, writing, mass media theory, image construction, persuasion and audience analysis. Introduces public relations and the role it plays in our world and society. RECOMMENDED: BA F151					
McCrea, Scott Morrison, Joy					



ABUS F271-web	semester*	\$441	\$40	\$9	\$15
Business Communications, 3cr					
Composition and evaluation of various kinds of common communications between a business person and associates, customers and dealers. Included are interoffice memos, letters, reports and oral communications. PREREQUISITES: ABUS F170 or permission of instructor.					
Maynor, Melanie					



ABUS F272-web	semester*	\$441	\$40	\$9	\$15
Small Business Planning, 3cr					
Elements of small business planning processes including the components of a written business plan. (available Spring 2011)					
Brown, Melissa					

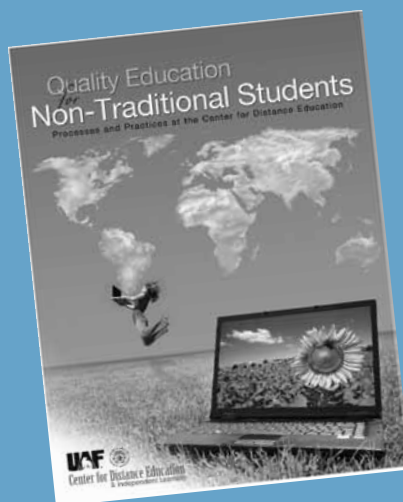


ABUS F275-web	semester*	\$441	\$40	\$9	\$15
Applied International Business, 3cr					
Case study and research-oriented approach to cultural, economic, political, social, logistical and other business issues in the ever-changing international business environment. RECOMMENDED: ABUS F273 and BA F151. (available Fall 2010)					
SPECIAL REQUIREMENTS: Computer, Internet, Email, Blackboard.					
Staff					

Accounting and Information Systems



AIS F101-web	sem*/year	\$441	\$40	\$9	\$15
Effective Personal Computer Use , 3cr					
Using and understanding advanced computing software applications. Course develops conceptual and practical knowledge of advanced presentation/communications software, database programs and operating systems.					
Gramatico, Kathryn					



About CDE

'Quality Education for Non-Traditional Students' is a resource for more information about the UAF Center for Distance Education. It includes the processes, practices and history of CDE. It is available via the CDE website at <http://distance.uaf.edu>

Alaska Native Studies

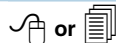


ANS F111-web	sem*/year	\$441	\$40	\$9	\$15
History of Alaska Natives (s), 3cr Heaton, John The history of Alaska Natives from contact to the signing of the Land Claims Settlement Act. <i>SPECIAL REQUIREMENTS: DVD Player.</i>					



ANS F242-print	sem*/year	\$441	\$40	\$9	\$15
Native Cultures of Alaska (s), 3cr Maxwell, Howard The traditional Aleut, Eskimo and Indian (Athabascan and Tlingit) cultures of Alaska. Eskimo and Indian cultures in Canada. Linguistic and cultural groupings, population changes, subsistence patterns, social organization and religion in terms of local ecology. Pre-contact interaction between groups.					

Anthropology



ANTH F100X-web/print	sem*/year	\$441	\$40	\$9	\$15
Individual, Society, and Culture (s), 3cr Fazzino, David Maxwell, Howard An examination of the complex social arrangements guiding individual behavior and common human concerns in contrasting cultural contexts. PREREQUISITES: Placement in ENGL F111X or higher or permission of instructor. <i>SPECIAL REQUIREMENTS: DVD/CD Player.</i>					

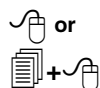


ANTH F101-web/print	sem*/year	\$441	\$40	\$9	\$15
Introduction to Anthropology (s), 3cr Maxwell, Howard Human societies and cultures based on the findings of the four subfields of the discipline: archaeological, biological, cultural and linguistic.					



ANTH F242-print	sem*/year	\$441	\$40	\$9	\$15
Native Cultures of Alaska (s), 3cr Maxwell, Howard The traditional Aleut, Eskimo and Indian (Athabascan and Tlingit) cultures of Alaska. Eskimo and Indian cultures in Canada. Linguistic and cultural groupings, population changes, subsistence patterns, social organization and religion in terms of local ecology. Pre-contact interaction between groups.					

Art

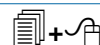










ART F200X-web/print	sem*/year	\$441	\$40	\$9	\$15
Aesthetic Appreciation: Interrelation of Art/Drama/Music (h), 3cr Kljaich, Lisa Understanding and appreciation of art, drama, and music through an exploration of their relationships. Topics include the creative process, structure, cultural application and diversity, the role of the artist in society, and popular movements and trends. PREREQUISITES: placement in ENGL F111X or higher; sophomore standing; or permission of instructor. <i>SPECIAL REQUIREMENTS (Print): Computer, Internet, Word Processor, CD Player. DVD and Video player optional.</i> <i>SPECIAL REQUIREMENTS (Web): Word Processing Program, Adobe Reader, Real Player, CD Player. DVD and video player optional.</i>					



ART F347-web	semester*	\$510	\$75	\$9	\$15
Lighting Design (h , O), 3cr Mendelowitz, Kade Principles and techniques of theatrical lighting design. The student will conduct practical experiments and design projects applying the experience gained. Student will spend approximately \$40 for materials for this class. PREREQUISITES: COMM F131X or COMM F141X; THR F343; or permission of instructor. May be taken concurrently with THR F343. <i>SPECIAL REQUIREMENTS: Computer must have sound card, Windows 2000, XP or a newer MAC OSX.</i>					

*Semester-Based courses may be subject to additional semester fees.



		Course Number	Offered	Tuition	Distance	Network	Technology
Aviation Technology		AVTY F100-web	sem*/year	\$588	\$40	\$12	\$20
		Private Pilot Ground School, 4cr Dyen, Fred Study of aircraft and engine operation and limitations, aircraft flight instruments, navigation, computers, national weather information and dissemination service. Federal aviation regulations, flight information publications, radio communications and navigation. Prepares student for FAA private pilot airplane written exam.					
Business Administration		BA F151-web	semester*	\$441	\$40	\$9	\$15
		Introduction to Business (s), 3cr Brown, Melissa McDermott, Jim Business organization, nature of major business functions such as management, finance, accounting, marketing, personnel administration. Opportunities and requirements for professional business careers.					
		BA F281-web	semester*	\$441	\$75	\$12	\$20
		Sports Mangement, 3cr Karr, Forrest Provides a basic understanding of managing amateur and professional sports organizations and the legal issues involved. Topics such as stadium financing, risk management contracts and human resource management, public versus private sector labor laws, collective bargaining and drug testing will be examined. PREREQUISITES: Sophomore standing.					
		BA F307-web	semester*	\$510	\$75	\$12	\$20
		Introductory Human Resource Management, 3cr Joseph, Jacob Introduction to management principles and personnel practice in industry, analysis of labor-management problems, methods and administration of recruiting, selecting, training and compensating employees, and labor laws and their applications. (available Spring 2011)					
		BA F323X-web	semester*	\$510	\$75	\$12	\$20
		Business Ethics (h), 3cr Lehman, John A grounding in ethical theories and basic issues of moral thought, with examples which highlight the pitfalls in practical ethics which future managers are likely to face, and the need to design organizations so as to promote ethical behavior. (available Spring only)					
		BA F330-web	sem*/year	\$636	\$75	\$12	\$20
		The Legal Environment of Business, 4cr Kuss, Herbert The judicial system, legal processes, administrative procedures, law of torts, contract and agency government regulation of business, business ethics, corporate social responsibility and the uniform commercial code.					
		BA F343-web	semester*	\$510	\$75	\$9	\$15
		Principles of Marketing, 3cr Tragis-McCook, Tammy Management of a firm's marketing effort focusing on products, distribution, pricing and promotion to targeted consumers. Practices appropriate to domestic or international, small or large, goods or services, and for-profit or nonprofit organizations included. (Please contact CDE for availability at 1-800-277-8060 or in Fairbanks at 907-479-3444.)					
		BA F457-web	semester*	\$510	\$75	\$12	\$20
		Training and Management Development, 3cr Racina, Kris Theory and practice of employee training programs, needs assessments, learning theories, instructional design, training techniques and evaluation, mangement development and career development techniques and practices. PREREQUISITES: BA F307. (available Summer 2011)					

Biology



BIOL F104-print	sem*/year	\$441	\$40	\$9	\$15
Natural History of Alaska, 3cr DeLisa, Susan The physical environment peculiar to the North and important in determining the biological setting; major ecosystem concepts to develop an appreciation for land use and wildlife management problems in both terrestrial and aquatic situations. May not be used as biology elective credit for a major in biological science. THIS CLASS IS ONLY 3 CREDITS AND DOES NOT INCLUDE THE LAB!					



BIOL F150-print	sem*/year	\$441	\$40	\$9	\$15
Introduction to Marine Biology, 3cr DeLisa, Susan Survey of marine organisms, evolution of marine life, habitats and communities of ocean zones, productivity, and marine resources. For non-science majors; may not be used as biology elective credit for a major in biological science.					

Cross-Cultural Communications



CCS F610-print	sem*/year	\$1014	\$75	\$18	\$15
Education and Cultural Processes, 3cr Barnhardt, Ray Advanced study of the function of education as a cultural process and its relation to other aspects of a cultural system. Students will be required to prepare a study in which they in some aspect of education in a particular cultural context. Approved by DOE for Multicultural Studies recency credit. <i>SPECIAL REQUIREMENTS: Computer, Internet, Email, DVD/CD Player, CD-Rom.</i>					

Computer Information & Office Systems



CIOS F128-web	semester*	\$441	\$40	\$9	\$15
Using and Configuring PC Operating System, 3cr Adams, Sage How to use, set up, and configure a current PC operating system including basic troubleshooting and maintenance. Recommended: CIOS F150 or equivalent computer literacy including saving or retrieving files, use of office applications, Internet and e-mail. This is a beginners-level course using the Windows XP operating system. <i>SPECIAL REQUIREMENTS: Requires access to MS Windows XP.</i>					



CIOS F135-web	sem*/year	\$441	\$40	\$9	\$15
Microcomputer Spreadsheets: Excel 2007, 3cr Heusinkveld, Jean Comprehensive exploration of topics related to using microcomputer spreadsheets. Includes creating, formatting and revising spreadsheets; creating formulas, graphics and charts; and using spreadsheets to organize, analyze and query information. RECOMMENDED: CIOS F150 or equivalent computer literacy including saving/retrieving files, use of office applications, Internet and e-mail. <i>SPECIAL REQUIREMENTS: Netscape Communicator 5 or above or Internet Explorer 5.0 or above and Excel 2007.</i>					



CIOS F146A-web	sem*/year	\$147	\$40	\$3	\$5
Using the Internet I, 1cr Mason, Joe Students have only 14 weeks from enrollment to complete the course, not one year. Presentation of the Internet. Includes using and configuring current World Wide Web and e-mail, and other communication tools; developing searching strategies; current and future trends; and basic web authoring. RECOMMENDED: Basic computer literacy, including saving and retrieving files and using basic software.					



CIOS F146B-web	sem*/year	\$147	\$40	\$3	\$5
Using the Internet II, 1cr Mason, Joe Students have only 14 weeks from enrollment to complete the course, not one year. Using and configuring browsers, searching for information, downloading and using files and programs, and evaluating websites. PREREQUISITE: CIOS F146A.					

*Semester-Based courses may be subject to additional semester fees.



Computer Information & Office Systems

Course Number Offered Tuition Distance Network Technology

CIOS F146C-web sem*/year \$147 \$40 \$3 \$15

Using the Internet III, 1cr

Mason, Joe

Students have only 14 weeks from enrollment to complete the course, not one year. Web page design, creating web pages, learning the basics of html, using an html editor, using multi-media on web pages, and publishing web page files to a server. PREREQUISITES: CIOS F146A and CIOS 146B.

SPECIAL REQUIREMENTS: Computer must be able to accept software downloaded from the Internet.



CIOS F233A-web semester* \$441 \$40 \$9 \$15

Desktop Publishing - For Windows, 3cr

Philleo, Barbara

FOR WINDOWS ONLY: Publication design and layout using desktop publishing software. Includes integrating text and graphics, page layout design, scanning and basic image editing. This course is a comprehensive survey of desktop publishing using Adobe In Design CS3, the most advanced page layout program available, to create sophisticated original layouts for a variety of uses, including brochures, newsletters, books, business cards, signs, and many others, for print and digital output and distribution. RECOMMENDED: CIOS 150 or equivalent computer literacy including saving/retrieving files, use of office applications, Internet and e-mail.



CIOS F233B-web semester* \$441 \$40 \$9 \$15

Desktop Publishing - For MAC, 3cr

Philleo, Barbara

FOR MAC ONLY: Publication design and layout using desktop publishing software. Includes integrating text and graphics, page layout design, scanning and basic image editing. This course is a comprehensive survey of desktop publishing using Adobe In Design CS3, the most advanced page layout program available, to create sophisticated original layouts for a variety of uses, including brochures, newsletters, books, business cards, signs, and many others, for print and digital output and distribution. RECOMMENDED: CIOS 150 or equivalent computer literacy including saving/retrieving files, use of office applications, Internet and e-mail. Academic software included in price of materials.



CIOS F240-web sem*/year \$441 \$40 \$9 \$15

Microcomputer Databases: Access 2007, 3cr

Adams, Sage

Comprehensive introduction to microcomputer databases. Includes basic database concepts; how to maintain and update databases; how to build and use queries and forms; and how to build reports. Introduction to database design. RECOMMENDED: CIOS F150; and CIOS F130 or F135 or equivalent skills.

SPECIAL REQUIREMENTS: Microsoft Access 2007 Software.



CIOS F255A-web semester* \$441 \$40 \$9 \$15

Microcomputer Graphics: Photoshop - For Windows, 3cr

Philleo, Barbara

FOR WINDOWS ONLY: Comprehensive survey of microcomputer graphics using a graphics application. Includes use of professional-level graphics programs to create sophisticated graphics for a variety of uses. This course is a comprehensive survey of microcomputer graphics using Adobe Photoshop CS3, the leading image editing application, to create sophisticated graphics for a variety of uses, including personal photo editing, sharing and archiving to the preparation of web and print graphics and the composing of images into artistic montages. RECOMMENDED: CIOS 150 or equivalent computer literacy including saving/retrieving files, use of office applications, Internet and e-mail.

Computer Information & Office Systems

CIOS F255B-web	semester*	\$441	\$40	\$9	\$15
Microcomputer Graphics: Photoshop - For MAC, 3cr Philleo, Barbara FOR MAC ONLY: Comprehensive survey of microcomputer graphics using a graphics application. Includes use of professional-level graphics programs to create sophisticated graphics for a variety of uses. This course is a comprehensive survey of microcomputer graphics using Adobe Photoshop CS3, the leading image editing application, to create sophisticated graphics for a variety of uses, including personal photo editing, sharing and archiving to the preparation of web and print graphics and the composing of images into artistic montages. RECOMMENDED: CIOS 150 or equivalent computer literacy including saving/retrieving files, use of office applications, Internet and e-mail.					

Computer & Information Technology Systems

CITS F220-web	semester*	\$441	\$40	\$9	\$15
Implementing Internet Tools and Technologies, 3cr Lott, Chris A course in Web Community and a survey of web-based Social Software, including blogs, wikis, use of RSS. Students will learn how to participate in web communities and how to use some of the tools available to create and maintain communities of their own. The expected audience for this course includes: educators (from K-Gray), authors, storytellers, information junkies, and secret-Geeks. PREREQUISITES: CIOS F146 (Using the Internet) or equivalent skills using, browsing, and searching on the WWW. RECOMMENDED: CIOS F110 and F245; or equivalent skills.					



CITS F222A-web	semester*	\$441	\$40	\$9	\$15
Internet Authoring and Design for WINDOWS , 3cr Lott, Chris Comprehensive survey of a professional authoring tool to create documents for effective distribution through the Internet. Includes design and preparation of documents for electronic distribution. RECOMMENDED: CIOS 146 and 150 or equivalent computer literacy including saving/retrieving files, use of office applications, Internet and e-mail.					



CITS F222B-web	semester*	\$441	\$40	\$9	\$15
Internet Authoring and Design for MAC , 3cr Lott, Chris Comprehensive survey of a professional authoring tool to create documents for effective distribution through the Internet. Includes design and preparation of documents for electronic distribution. RECOMMENDED: CIOS 146 and 150 or equivalent computer literacy including saving/retrieving files, use of office applications, Internet and e-mail.					



***Semester-Based courses may be subject to additional semester fees.**

Delivery Mode:



Print-based



Web-based



Combination Print/Computer/Web

Communications



COMM F300X-web	sem*/year	\$510	\$75	\$9	\$15
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Communicating Ethics (h), 3cr

Sheane, Sue

An examination of ethical choices which are communicated in everyday encounters. Examines human moral development from a variety of perspectives, including feminist interpretations. Creation and communication of human values explored through the discussion of a series of contemporary dilemmas. PREREQUISITES: Junior standing; placement in ENGL 111X or higher; or permission of instructor.

Computer Science



CS F101-web	sem*/year	\$441	\$40	\$9	\$15
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Computers and Society (m), 3cr

Nance, Kara

Computer literacy for everyone. Overview of computing machines and automatic data processing. Interaction between social institutions and automated decision making. Introduction to business applications software and electronic mail. Some programming for understanding, not for skill development. PREREQUISITES: Two years of high school mathematics, including at least one year of algebra.



CS F102-web	sem*/year	\$441	\$40	\$9	\$15
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Introduction to Computer Science (m), 3cr

Nance, Kara

Introduction to computer science including a discussion of binary numbers, data representation, hardware, software, programming layers, operating systems, applications and networks. PREREQUISITES: Two years of high school mathematics, including at least one year of algebra.



CS F103-web	sem*/year	\$441	\$40	\$9	\$15
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Introduction to Computer Programming (m), 3cr

Hay, Brian

Programming for non-majors and for those computer science students without the background for CS F201. Concepts of object-oriented programming and algorithm design within the syntax of the JAVA programming language. PREREQUISITES: MATH F107X or MATH F103X or MATH F161X.



CS F670-web	sem*/year	\$1014	\$75	\$18	\$15
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Computer Science for Software Engineers, 3cr

Nance, Kara

An overview and survey of the theoretical underpinnings of computer science. Topics are taken from the areas of algorithms and data structures; computer architecture; computer networks, communications, and operating systems; computability and formal languages; languages and compilation. PREREQUISITES: Admission to the Master of Software Engineering degree program. Not required for students with a BS in Computer Science.



CS F673-print	sem*/year	\$1014	\$75	\$18	\$15
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Software Requirements Engineering, 3cr



Knoke, Pete

Focus on the requirements analysis phase of the software development life cycle. Study ways to obtain, analyze, and specify complete and correct sets of requirements. Critique of selected requirements analysis models. Study of current large scale software developments that have failed or are failing. Development of software requirements specifications for large and real software systems via team efforts. PREREQUISITES: CS F671 or permission of instructor. (Please contact CDE for availability at 1-800-277-8060 or in Fairbanks at 907-479-3444.)

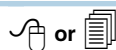
SPECIAL REQUIREMENTS: Email.

Did You Know?

The Center for Distance Education is part of the College of Rural and Community Development. We have offered distance delivered courses for more than forty years, making CDE the oldest distance delivery program at the University of Alaska.



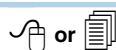
Developmental English



DEVE F070-web/print	sem*/year	\$441	\$40	\$9	\$15
Preparatory College English, 3cr					Stealey-Bouta, Katherine Staff

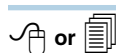
Instruction in writing to improve students' fluency and accuracy and communication skills. Preparation for ENGL F111X. PREREQUISITES: Appropriate placement test scores or instructor approval. (Please contact CDE for availability at 1-800-277-8060 or in Fairbanks at 907-479-3444.)
SPECIAL REQUIREMENTS: Access to a computer and Internet. All papers must be typed on a word processor.

Developmental Mathematics



DEVM F050-web/print	sem*/year	\$441	\$40	\$9	\$15
Prealgebra, 3cr					Laughlin, Latrice

(Spring 2011) Operations with whole numbers, fractions, decimals, percents and ratios, signed numbers, evaluation of algebraic expressions and evaluation of simple formula. Metric measurement system and geometric figures. PREREQUISITE: Appropriate placement test scores. (Please contact CDE for availability at 1-800-277-8060 or in Fairbanks at 907-479-3444.)



DEVM F060-web/print	sem*/year	\$441	\$40	\$9	\$15
Elementary Algebra, 3cr					Laughlin, Latrice

First year high school algebra. Evaluating and simplifying algebraic expressions, solving first degree equations and inequalities, integer exponents, polynomials, factoring, rational expressions, equations and graphs of lines. PREREQUISITE: DEVM F050, ABUS 155 or appropriate placement test scores. Prerequisite courses and/or placement exams must be taken within one calendar year prior to commencement of the course.



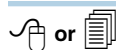
DEVM F061-print	sem*/year	\$147	\$40	\$3	\$5
Review of Elementary Algebra, 1cr					Laughlin, Latrice

Designed to assist students in reviewing material covered by DEVM F060. Individuals who have not previously taken an elementary algebra course are recommended to enroll in DEVM F060. (Please contact CDE for availability at 1-800-277-8060 or in Fairbanks at 907-479-3444.) (available Spring 2011)



DEVM F071-print	sem*/year	\$147	\$40	\$3	\$5
Review of Intermediate Algebra, 1cr					Massa, Jim

Course reviews material covered by DEVM 105. Individuals who have not taken an intermediate algebra course on the high-school level are recommended to enroll in DEVM F105. (Please contact CDE for availability at 1-800-277-8060 or in Fairbanks at 907-479-3444.)
SPECIAL REQUIREMENTS: Email.



DEVM F105-web/print	sem*/year	\$441	\$40	\$9	\$15
Intermediate Algebra, 3cr					Massa, Jim Atkinson, Judy

Second year high school algebra. Operations with rational expressions, radicals, rational exponents, logarithms, inequalities, quadratic equations, linear systems, functions, Cartesian coordinate system and graphing. To matriculate to MATH 107X from DEVM 105 a grade of B or higher is required. PREREQUISITES: DEVM F060; DEVM 062; or appropriate placement test scores. Prerequisite courses and/or placement exams must be taken within one calendar year prior to commencement of the course. (Please contact CDE for availability at 1-800-277-8060 or in Fairbanks at 907-479-3444.)
SPECIAL REQUIREMENTS (Print): Email.

**Semester-Based courses may be subject to additional semester fees.*



Early Childhood Education

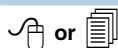


ECE F210-web	semester*	\$441	\$40	\$9	\$15
Child Development Guidance, 3cr Meritt, Patty Guidance and discipline approaches for young children, based on an understanding of child development and of developmentally appropriate education practices. Such an understanding assists teachers and parents in addressing the cause of a behavior problem rather than the symptoms. PREREQUISITE : Qualified for ENGL 111X or permission of instructor. <i>SPECIAL REQUIREMENTS: DVD player, and field observations of children.</i>					



ECE F245-web	sem*/year	\$441	\$40	\$9	\$15
Child Development (s), 3cr Meritt, Patty Examination of human relationships with and among children from a multicultural perspective. Includes physical, intellectual, emotional and social development beginning before birth through middle childhood. Requires child observations. PREREQUISITE : Qualified for ENGL 111X or permission of instructor. <i>SPECIAL REQUIREMENTS: DVD player, and field observations of children.</i>					

Economics



ECON F100X-web/print	semester*	\$441	\$40	\$9	\$15
Political Economy (s), 3cr Whitehorn, Joyce Wall, Sherri Survey of the evolution and operation of the American domestic political economy with consideration of market failures and government responses. Review of major issues in political economy such as inflation, poverty and budget deficits. Exploration of linkages between American and global systems.					



ECON F201-web	semester*	\$441	\$40	\$9	\$15
Principles of Economics I: Microeconomics (s), 3cr Little, Joe Price and market theory, income distribution, public policy, labor markets, market structure, and externalities.					

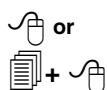


ECON F202-web	semester*	\$441	\$40	\$9	\$15
Principles of Economics II: Macroeconomics (s), 3cr Herrmann, Mark Analysis and theory of national income, money and banking, stabilization policy, and international trade and finance.					



ECON F350-web	sem*/year	\$510	\$75	\$9	\$15
Money and Banking (s), 3cr Little, Joe The liquid wealth system in the United States, including the commercial banking system, the Federal Reserve System and non-bank financial institutions; the regulation of money and credit and its impact on macroeconomic policy objectives. PREREQUISITES: ECON 200.					

Education



ED F486-print	sem*/year	\$510	\$75	\$9	\$15
Media Literacy (h, O/2), 3cr Morrison, Joy Promotes critical thinking skills that empower people to make independent judgments and informed decisions in response to information conveyed through the channels of mass communications. Emphasis on developing students and others into critical viewers, listeners and readers of media. PREREQUISITES: COMM 131X or 141X; Junior standing, laptop computer. (Please contact CDE for availability at 1-800-277-8060 or in Fairbanks at 907-479-3444.) <i>SPECIAL REQUIREMENTS (Print): Computer, Internet, Email, DVD player.</i> <i>SPECIAL REQUIREMENTS (Web): DVD player.</i>					

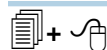
Remember

All Web-Based courses require Computer, Internet, Email, Blackboard, and sometimes CD or DVD-Rom.

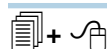
Education



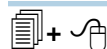
ED F601-web	semester*	\$1014	\$75	\$18	\$15
Introduction to Applied Social Science Research, 3cr Roehl, Roy					
Review of the most common educational research paradigms, data gathering techniques and analytical tools used in the study of human behavior and educational institutions. Attention will be given to collaborative research models, with a focus on the translation of research results into practical application.					
<i>SPECIAL REQUIREMENTS: Headset</i>					



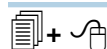
ED F610-print	sem*/year	\$1014	\$75	\$18	\$15
Education and Cultural Processes, 3cr Barnhardt, Ray					
Advanced study of the function of education as a cultural process and its relation to other aspects of a cultural system. Students will be required to prepare a study in which they examine some aspect of education in a particular cultural context. Approved by DOE for Multicultural Studies recency credit.					
<i>SPECIAL REQUIREMENTS: Computer, Internet, Email, DVD/CD Player, CD-Rom.</i>					



ED F616-print	sem*/year	\$1014	\$75	\$18	\$15
Education and Socioeconomic Change, 3cr Barnhardt, Ray					
An examination of social change processes, particularly related to the deliberate development of new institutions and resulting forms of new consciousness. Emphasis on role of education and schooling in this development dynamic. Approved by DOE for Multicultural Studies recency credit.					
<i>SPECIAL REQUIREMENTS: Computer, email, Internet access is required to obtain reference materials for this course, CD-ROM, DVD Player.</i>					



ED F631-print	sem*/year	\$1014	\$75	\$18	\$15
Small Schools Curriculum Design, 3cr Barnhardt, Ray					
Salient issues involved with the development of effective programs of instruction in small schools including foundational design, conceptual models, organizational strategies, technical skills, current issues and trends, and their implications and application to the environment of rural Alaska. Approved by DOE for Multicultural Studies recency credit.					
<i>SPECIAL REQUIREMENTS: Computer, email, Internet, VCR, CD-Rom, DVD Player.</i>					



ED F660-print	sem*/year	\$1014	\$75	\$18	\$15
Educational Administration in Cultural Perspective, 3cr Barnhardt, Ray					
Issues related to the social organization and sociopolitical context of schools, administrative and institutional change processes and the changing role of administrators in education, using a cross-cultural framework for analysis. Approved by DOE for Multicultural Studies recency credit.					
<i>SPECIAL REQUIREMENTS: Computer, Internet, Email, CD-Rom, DVD Player.</i>					

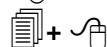


ED F694-web	semester*	\$1014	\$75	\$18	\$15
Dynamic Earth Process: A Science Course for Teachers, 3cr Kaden, Ute					
Online course for educators addresses Earth science content standards and science teaching methodology. The content areas are based on National Science Teacher Association (NSTA) standards and include the rock cycle, land features and land forms, plate tectonics, volcanoes, earthquakes, tsunamis, the water cycle and energy transfer in Earth's atmosphere.					

English



or



ENGL F111X-web/print	sem*/year	\$441	\$40	\$9	\$15
Introduction to Academic Writing, 3cr Stealey-Bouta, Katherine Kline, Romina					
Instruction and practice in written inquiry and critical reading. Introduction to writing as a way of developing, exploring and testing ideas. Concentration on research methods and techniques. PREREQUISITE: Placement examination or DEVE F070.					
<i>SPECIAL REQUIREMENTS: Access to a computer and internet, lessons must be typed.</i>					

*Semester-Based courses may be subject to additional semester fees.

Delivery Mode:



Print-based

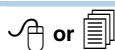


Web-based



Combination Print/Computer/Web

English



Course Number	Offered	Tuition	Distance	Network	Technology
ENGL F200X-web/print	sem*/year	\$441	\$40	\$9	\$15

World Literature (h), 3cr

Sprague, Nicole

Introduction to the reading and appreciation of a wide variety of literary texts from different cultures. Includes exposure to a variety of approaches to myth, poetry, storytelling and drama. Students will gain an understanding of cultural differences and universals in texts from American, minority, Western European, and non-Western courses. Course may be repeated for credit when content varies. PREREQUISITES: ENGL F111X; or placement In ENGL 211X/ ENGL 213X; sophomore standing or permission of instructor.



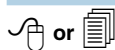
ENGL F211X-print	sem*/year	\$441	\$40	\$9	\$15
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Academic Writing about Literature, 3cr

L'Ecuier, Rosalie

Instruction in writing through close analysis of literature. Research paper required. Strongly recommended for English and other humanities majors. PREREQUISITE: ENGL F111X or its equivalent; sophomore standing recommended.

SPECIAL REQUIREMENTS: Computer, email, Internet recommended, CD-Rom. Lessons MAY NOT be sent directly to the instructor electronically; send lessons to CDE. Instructor prefers to be contacted by email, rather than by phone.



ENGL F212-web/print	sem*/year	\$441	\$40	\$9	\$15
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Business, Grant, and Report Writing, 3cr

Pinney, Pete

Forms and techniques of business, grant, and report writing. Does not fulfill the second half of the baccalaureate requirements in written communication. Emphasis will be placed on Grant Proposal Writing. PREREQUISITE: ENGL F111X.



ENGL F213X-web/print	sem*/year	\$441	\$40	\$9	\$15
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Academic Writing about the Social and Natural Sciences, 3crSprague, Nicole
Staff

Instruction in critical reading and argumentative writing by reading and responding to essays from the social and natural sciences. Concentration on the research methods and techniques necessary to create an extended written argument. PREREQUISITES: ENGL F111X or its equivalent; sophomore standing recommended.

SPECIAL REQUIREMENTS: Lessons need to be typed.



ENGL F314-web	sem*/year	\$510	\$75	\$9	\$15
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Technical Writing (h , w, O/2), 3cr

Harbo, Lisa

Writing business letters (letters of inquiry, complaints, evaluation, and job application with resume), preparing tables, graphs, process descriptions, technical instructions, abstracts, grant proposals, and technical reports (progress, laboratory, survey, incident, inspection, feasibility, and research). Course does not fulfill the second half of the requirement in written communication. PREREQUISITES: COMM F131X, or F141x; ENGL F111x; ENGL F211X or F213X; Junior standing or permission of instructor.

SPECIAL REQUIREMENTS: Equipment (microphone and recording device) to make presentations.

Fisheries



FISH F101-web	semester*	\$441	\$40	\$9	\$15
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Introduction to Fisheries, 3cr

Rosenberger, Amanda

A survey of the values, habitats, biology, ecology and management of fishes with particular reference to Alaska fisheries and issues. (available Spring 2011)

Film Studies



FLM F105-web/print	sem*/year	\$441	\$40	\$9	\$15
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History of the Cinema (h), 3cr

Brigham, Jerry

History and development of the medium of film in the United States and abroad during the last 100 years.

SPECIAL REQUIREMENTS (Print): Access to Internet helpful, but not required. DVD Player. Lessons must be typed.

SPECIAL REQUIREMENTS (Web): DVD player. Lessons must be typed.

Film Studies



FLM F308-print	sem*/year	\$510	\$75	\$9	\$15
Film Criticism (h), 3cr Brigham, Jerry Theoretical approaches to viewing, analyzing, and evaluating film and television program content. <i>SPECIAL REQUIREMENTS: Computer, Internet, CD-Rom, DVD player, Lessons must be typed.</i>					

Geography



GEOG F101-print	sem*/year	\$441	\$40	\$9	\$15
Local Places/Global Regions: Introduction to Geography (s), 3cr Kirk, K. Introduction to essential concepts and approaches of geographic study. Explores physical, political, economic and cultural geography of major world culture regions. Examines each region in relation to others, and in context of global economic, political and environmental change.					

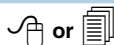


GEOG F111-print	sem*/year	\$441	\$40	\$9	\$15
Earth Systems: Elements of Physical Geography, 3cr Kirk, K. Interdisciplinary analysis of the processes that form Earth's physical environment, and how those processes condition the human environment. Includes system interactions among weather, climate, landforms, soils, water resources and vegetation, including world and regional patterns. NOTE: THIS CLASS IS ONLY 3 CREDITS AND DOES NOT INCLUDE A LAB.					



GEOG F302-print	sem*/year	\$510	\$75	\$9	\$15
Geography of Alaska (s), 3cr Kirk, K. Regional, physical and economic geography of Alaska. Special consideration of the state's renewable and nonrenewable resources, and of plans for their wise use. Frequent study of representative maps and visual materials. Approved by DOE for Alaska Studies recency credit.					

History



HIST F100X-web/print	sem*/year	\$441	\$40	\$9	\$15
Modern World History (s), 3cr Pursell, Tim Heaton, John Significant aspects of modern world history, using either a chronological or an issues approach. The chronological approach will examine major global developments in the twentieth century, while the issues approach will deal with such aspects of the modern world as revolutionary change, the interaction of peoples, ideology, and the historical background of significant contemporary events. PREREQUISITES: Placement in ENGL 111X or higher; or permission of instructor.					



***Semester-Based courses may be subject to additional semester fees.**



History



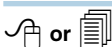
HIST F101-print	sem*/year	\$441	\$40	\$9	\$15
Western Civilization (s), 3cr Copeland, Audrey Origins and major political, economic, social, and intellectual developments of western civilization to 1500.					



HIST F110-web	sem*/year	\$441	\$40	\$9	\$15
History of Alaska Natives (s), 3cr Heaton, John The history of Alaska Natives from contact to the signing of the Land Claims Settlement Act. (Cross-listed with HIST F110.) <i>SPECIAL REQUIREMENTS: DVD player.</i>					



HIST F115-print	sem*/year	\$441	\$40	\$9	\$15
Alaska, Land and Its People (s), 3cr L'Ecuyer, Rosalie A survey of Alaska from earliest days to present, its peoples, problems and prospects. Satisfies the Alaskan Studies requirement for teacher certification and re-certification. <i>SPECIAL REQUIREMENTS: CD player required. Computer, email, Internet recommended. Lessons MAY NOT be sent directly to the instructor electronically; send lessons to CDE. Instructor prefers to be contacted by email, rather than by phone.</i>					



HIST F131-web/print	sem*/year	\$441	\$40	\$9	\$15
History of the US (s), 3cr Heaton, John L'Ecuyer, Rosalie Discovery of America to 1865. Colonial period, revolution, formation of constitution, western expansion, Civil War. <i>SPECIAL REQUIREMENTS (Print): DVD Player required. Computer, email, Internet recommended. Lessons MAY NOT be sent directly to the instructor electronically; send lessons to CDE. Print-based instructor prefers to be contacted by email, rather than by phone.</i>					



HIST F132-web/print	semester*	\$441	\$40	\$9	\$15
History of the US (s), 3cr Heaton, John L'Ecuyer, Rosalie History of the U.S. from reconstruction to the present. <i>SPECIAL REQUIREMENTS (Print): DVD Player required. Computer, email, Internet recommended. Lessons MAY NOT be sent directly to the instructor electronically; send lessons to CDE. Instructor prefers to be contacted by email.</i>					



HIST F461-print	sem*/year	\$510	\$75	\$9	\$15
History of Alaska (s, w), 3cr Heaton, John Alaska from prehistoric times to the present, including major themes such as Native Alaska, colonial Alaska, military Alaska, statehood, Alaska Native Claims Settlement Act of 1971, and the Alaska National Interest Lands Act of 1980. PREREQUISITES: ENGL F111X; ENGL F211X or F213X; HIST F275 or permission of instructor. Approved by DOE for Alaska Studies recency credit. (available online Spring 2011) <i>SPECIAL REQUIREMENTS: DVD Player.</i>					

Health



HLTH F100-web	semester*	\$441	\$40	\$9	\$15
Medical Terminology, 3cr Russell, Shawn Study of medical terminology including analysis and origin of word roots, prefixes and suffixes. Understanding the word components, students will be able to build, spell and define medical words. Content will be presented by body systems focusing on terms for anatomy, diagnostic, laboratory and medical specialties. Includes use of medical dictionary, word pronunciation and abbreviations. Designed for health care professionals.					

Health



HLTH F106-web	semester*	\$441	\$40	\$9	\$15
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Human Behavior in Health Care (s), 3cr

Foote, Victoria

Discussion of general concepts in human behavior and the specialized psychological issues when dealing with patients and loved ones in health care settings. Students perform self-evaluation and survey other cultures to allow examination of perceptions, individual biases, beliefs and their impacts on behavior.



HLTH F110-web	semester*	\$441	\$40	\$9	\$15
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Professional Skills/Workplace, 2cr

Budden, Dallas

Presents skills to ensure success for the professional secretary, receptionist, medical worker and others. Includes interview skills, business manners, customer service and dressing for success.



HLTH F130-web	semester*	\$441	\$40	\$9	\$15
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Medical Office Terminology, 3cr

Budden, Dallas

Introduces current and potential health care workers to computers in the medical office. Will study medical office management software and electronic health record systems. Includes discussion of computer hardware and software, working with operating systems, keyboarding, word processing, spreadsheets, presentation creation and formatting, and database concepts.



HLTH F203-web/print	sem*/year	\$441	\$40	\$9	\$15
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Science of Nutrition, 3cr

Legan, Renee

Introduction to the principles of nutrition and their relationship to the life cycle. Focus on the importance nutrition plays in personal health and how to objectively evaluate nutritional intake using scientifically sound resources.

SPECIAL REQUIREMENTS (Print): Computer, Internet, Email, Blackboard, CD-Rom. Lessons MUST BE typed and sent directly to instructor electronically.



HLTH F235-web	semester*	\$441	\$40	\$9	\$15
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Medical Coding, 4cr

Russell, Shawn

The current procedural terminology (CPT) and the international classification of diseases (ICD) systems used in the medical setting. Examines the medical and legal uses of the CPT and ICD code systems in inpatient and outpatient medical settings, urgent care settings, billing departments and ancillary medical professions. Prepares students to take national certification exams. RECOMMENDED: HLTH F100; HLTH F132; HLTH F208; HLTH F234.



HLTH F236-web	semester*	\$441	\$40	\$9	\$15
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Outpatient Health, 3cr

Russell, Shawn

Outpatient reimbursement issues including documentation, insurance carriers, schedules and payment profiles. Collection strategies and legal issues, and the importance of educating the patient to the financial policies of the practice. Prerequisites: HLTH F132; concurrent HLTH F234; or permission of instructor.



HLTH F237-web	semester*	\$441	\$40	\$9	\$15
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Inpatient Health Care Rembursment

Russell, Shawn

Rules and regulations governing the reimbursement of inpatient and hospital coding. Includes HIPPA regulations, Medicare, Medicaid, third party billing, and the legal and ethical guidelines of inpatient billing. PREREQUISITES: HLTH F132; HLTH F135; HLTH F234; or permission of instructor. (available Spring 2011)

**Semester-Based courses may be subject to additional semester fees.*



Human Services



HUMS F125-web	semester*	\$441	\$40	\$9	\$15
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Introduction to Addictive Processes, 3cr

Daku, Mike

Focus on gaining knowledge of the psycho-social aspects of addiction. Historic and behavioral approaches, disease concept and current trends relating to addiction presented. Twelve step and self-help approaches explored. (available only in Spring)

Journalism



JRN F101-web	sem*/year	\$441	\$40	\$9	\$15
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Introduction to Mass Communication (h), 3cr

Morrison, Joy
Prince, Robert

History and principles of mass communications and the role of information media in American society. Introduction to professional aspects of mass communications, including print and broadcast.



JRN F105-web/print	sem*/year	\$441	\$40	\$9	\$15
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History of the Cinema (h), 3cr

Brigham, Jerry

History and development of the medium of film in the United States and abroad during the last 100 years.

SPECIAL REQUIREMENTS (Print) : Access to Internet helpful, but not required. DVD Player. Lessons must be typed.

SPECIAL REQUIREMENTS (Web): DVD player, Lessons must be typed.



JRN F308-print	sem*/year	\$510	\$75	\$9	\$15
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Film Criticism (h), 3cr

Brigham, Jerry

Theoretical approaches to viewing, analyzing, and evaluating film and television program content.

SPECIAL REQUIREMENTS: Computer, Internet, CD-Rom, DVD player, Lessons must be typed.



JRN F311-web	semester*	\$510	\$75	\$9	\$15
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Magazine Article Writing (h ,W), 3cr

Learn to identify great article ideas, turn them into finished products and pitch them to magazine editors. Workshops and extensive instructor feedback. Students repeating the course limited to six credits. **Please contact CDE for availability at 1-800-277-8060 or in Fairbanks at 907-479-3444.** PREREQUISITES: ENGL 111X; ENGL 211X or ENGL 213X; JRN 202; or permission of instructor.

SPECIAL REQUIREMENTS: Microsoft Word, and knowledge of AP Style.



JRN F347-web	semester*	\$510	\$75	\$9	\$15
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Lighting Design (h ,O), 3cr

Mendelowitz, Kade

Principles and techniques of theatrical lighting design. The student will conduct practical experiments and design projects applying the experience gained from the experiments. PREREQUISITES: COMM 131X or 141X; THR 343 or permission of instructor. May be taken concurrently with THR 343.

SPECIAL REQUIREMENTS: Computer must have sound card, Windows 2000, XP or a newer MAC OSX.

Can't find the course you are looking for?

Check out other UA courses at Distance Learning across Alaska:

<http://www.alaska.edu/distance>



Journalism



JRN F413-web	semester*	\$510	\$75	\$9	\$15
Mass Media Law and Regulation (s), 3cr Husted, Ed Common law, statutory law, and administrative law that affects the mass media, including libel, copyright, access to the media, constitutional problems, privacy, shield laws, and broadcast regulations. PREREQUISITE: JRN 202 or permission of instructor. <i>SPECIAL REQUIREMENTS: CD-Player.</i>					

Justice



JUST F110-web	semester*	\$441	\$40	\$9	\$15
Introduction to Justice (s), 3cr Copus, Gary Survey of the structure and process of the agencies of criminal justice. Includes introduction to criminology, criminal law, policy, courts and corrections. NOTE: This class is only offered in certain semesters; call CDE for availability.					



JUST F125-web	semester*	\$441	\$40	\$9	\$15
Introduction to Addictive Processes, 3cr Daku, Mike Focus on gaining knowledge of the psycho-social aspects of addiction. Historic and behavioral approaches, disease concept and current trends relating to addiction presented. Twelve step and self-help approaches explored. Cross-listed with HUMS F125. (3+0) (available Spring only)					



JUST F222-web	semester*	\$441	\$40	\$9	\$15
Research Methods (s), 3cr Copus, Gary Application of social science research methods to solving scientific and nonscientific questions arising in justice or political science. Basic methods include statistical analysis, survey research and Internet applications. PREREQUISITE: JUST 110. NOTE: This class is only offered in certain semesters; call CDE for availability.					



JUST F300X-web	semester*	\$510	\$75	\$9	\$15
Ethics and Justice (h) , 3cr Copus, Gary An examination of ethical and moral concepts and their relationship to criminal justice issues. Applies ethics theories to the criminal justice institutions of police, courts and corrections. Examines ethical and moral dilemmas which confront crime control policy makers. PREREQUISITES: Junior standing.					












JUST F310-web	semester*	\$510	\$75	\$9	\$15
Principles of Corrections (s) , 3cr Daku, Mike An introduction to adult institutions, community-based programs and theories of incarceration. Correctional programs are examined. PREREQUISITE: JUST 110 and junior standing. (available Fall only)					



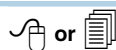
JUST F340-web	semester*	\$510	\$75	\$9	\$15
Rural Justice in Alaska (s) , 3cr Blurton, David Application of the western justice system to remote northern Native villages including issues arising from cultural conflicts, difficulties associated with a centralized justice system serving distant roadless communities, the federal/Indian relationship and a description of crime occurring in the villages. PREREQUISITES: JUST 110 and junior standing. (available Spring only)					

*Semester-Based courses may be subject to additional semester fees.



Justice		JUST F630-web	yearlong	\$1014	\$75	\$18	\$15
		Media Relations and Public Relations, 3cr Husted, Ed Understanding the role of the media in modern society and how to effectively represent an organization to the media. Includes First Amendment and Freedom of Information Act case law and administrative decisions involving the broadcast media. The primary focus is upon preparing justice administrators to effectively meet their legal obligations with regard to the dissemination of information to the media and the public. PREREQUISITES: Admission to the M.A. degree program in Justice. Recommended: B.A. or B.S. degree in relevant area. <i>SPECIAL REQUIREMENTS: DVD player.</i>					
Liberal Arts and Science		LAS (call CDE)-web	semester*	\$510	\$75	\$9	\$15
		Land and Environment, 3cr Duffy, Annie This course details science underlying key issues involving interactions between people and their environment with emphasis on the Arctic. (Call CDE for more information)					
Latin		LAT F101-print	sem*/year	\$441	\$40	\$9	\$15
		Beginning Latin I (h), 3cr Bartlett, D.A. Introduction to ancient Latin language and Roman culture, development of competence through reading original authors with emphasis on vocabulary, recognition and correct use of grammar. DOES NOT SATISFY CORE CURRICULUM REQUIREMENT. (available online Spring 2011)					
		LAT F102-print	sem*/year	\$441	\$40	\$9	\$15
		Beginning Latin II (h), 3cr Bartlett, D.A. Continuation of the introduction to ancient Latin language and Roman culture, development of competence through reading original authors with emphasis on vocabulary, recognition and correct use of grammar. DOES NOT SATISFY CORE CURRICULUM REQUIREMENT. PREREQUISITES: LAT F101.					
		LAT F201-print	sem*/year	\$441	\$40	\$9	\$15
		Intermediate Latin I (h), 3cr Bartlett, D.A. Continuation of LAT F102. Increasing development of competence through reading original authors with growing emphasis on grammar usage and vocabulary. DOES NOT SATISFY CORE CURRICULUM REQUIREMENT. PREREQUISITES: First year college Latin, or a functional equivalent.					
		LAT F202-print	sem*/year	\$441	\$40	\$9	\$15
		Intermediate Latin II (h), 3cr Bartlett, D.A. Continuation of LAT 201. Increasing development of competence through reading original authors with growing emphasis on grammar usage and vocabulary. Students will translate Aeneid II from Latin into English. DOES NOT SATISFY CORE CURRICULUM REQUIREMENT. PREREQUISITES: LAT 201 or a functional equivalent.					
Linguistics	 or 	LING F101-web/print	sem*/year	\$441	\$40	\$9	\$15
		Nature of Language (h), 3cr Stewart, Kim The study of language: systematic analysis of human language and description of its grammatical structure, distribution, and diversity. (available online Spring 2011)					
Library Science		LS F101X-web	sem*/year	\$147	\$40	\$3	\$5
		Library Information and Research, 1cr Anderl, Bob Introduction to effective library research methods and principles of information organization and retrieval. Emphasis on applied experience with finding and evaluating information, especially through use of library catalogs, journal indexes and Internet resources.					

Mathematics



MATH F103X-web/print sem*/year

\$441

\$40

\$9

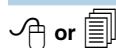
\$15

Concepts and Contemporary Applications of Mathematics (m), 3cr

Sorenson, Kat
Nance, Kara

Applications of mathematics in modern society. Topics include voting systems, probability and statistics and applications of graph theory in management sciences; uses of probability and statistics in industry, government and science; and applications of geometry to engineering and astronomy. Problem solving emphasized. PREREQUISITES: DEVM 105 or 106 or placement; or high school geometry and algebra II.

SPECIAL REQUIREMENTS: Computer, CD-ROM.



MATH F107X-web/print sem*/year

\$588

\$40

\$12

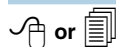
\$20

Functions for Calculus (m), 4cr

Sorenson, Kat
Hay, Brian

A study of algebraic, logarithmic and exponential functions, sequences and series, conic sections, and, as time allows, systems of equations, matrices and counting methods. A brief review of basic algebra. In the first week prepares students for the rigor expected. The primary purpose of this course, in conjunction with MATH 108, is to prepare students for calculus. NOTE: Credit may be earned for taking MATH 107X or MATH 161X, but not both. PREREQUISITES: A grade of B or higher in DEVM 105 or DEVM 106; or two years of high school algebra and MATH 107X placement or higher.

SPECIAL REQUIREMENTS: Access to the Internet.



MATH F108-web/print sem*/year

\$441

\$40

\$9

\$15

Trigonometry (m), 3cr

Carstens, Dan

A study of the trigonometric functions. PREREQUISITES: MATH F107X or placement or concurrent enrollment in MATH F107X.

SPECIAL REQUIREMENTS (Web): QuickTime or Real Player, Acrobat Reader Plug-in, and Graphing Calculator - T183 or T184 preferred, and a scanner or fax machine.

SPECIAL REQUIREMENTS (Print): CD-Rom.



MATH F161X-web

sem*/year

\$441

\$40

\$9

\$15

Algebra for Business and Economics (m), 3cr

Roehl, Roy

Functions of one and several variables with attention to linear, polynomial, rational, logarithmic and exponential relationships. Geometric progressions as applied to compound interest and present value. Linear systems of equations and inequalities. Note: Credit may be earned for taking MATH 107X or MATH 161X, but not for both. PREREQUISITES: DEVM 105 or 106; or two years of high school algebra and MATH 161X placement or higher.



MATH F200X-web/print sem*/year

\$588

\$40

\$12

\$20



Calculus I (m), 4cr

Laughlin, Latrice
Rybkin, Alexi
Massa, Jim

Limits, including those with indeterminate form, continuity, tangents, derivatives of polynomial, exponential, logarithmic and trigonometric functions including product, quotient and chain rules, and the mean value theorem. Applications of derivatives including graphing functions and rates of change. Antiderivatives, Newton's method, definite and indefinite integrals, methods for substitution in integrals and the Fundamental Theorem of Calculus. Applications of integrals include areas, distances, and volumes. Note: No credit may be earned for more than one of MATH 200X, 262X or 272X. PREREQUISITES: MATH 107X and 108 or placement for MATH 200X.

SPECIAL REQUIREMENTS: Computer, CD-Rom.

*Semester-Based courses may be subject to additional semester fees.

Delivery Mode:



Print-based



Web-based



Combination Print/Computer/Web

Mathematics



MATH F201X-web/print	sem*/year	\$588	\$40	\$12	\$20
Calculus II (m), 4cr					
Roehl, Roy Carstens, Dan					

Techniques and applications of integration. Integration of trigonometric functions, volumes including those using slicing, arc-length, integration by parts, trigonometric substitutions, partial fractions, hyperbolic functions and improper integrals. Numeric integration including Simpson's rule, first order differential equations with applications to population dynamics and rates of decay, sequences, series, tests for convergence including comparison and alternating series tests, conditional convergence, power series, Taylor series, polar coordinates including tangent lines and areas, and conic sections. PREREQUISITES: MATH F200X or placement in MATH 201X.

SPECIAL REQUIREMENTS: Computer, CD-Rom.



MATH F202X-web/print	sem*/year	\$588	\$40	\$12	\$20
Calculus III (m), 4cr					
Massa, Jim					

Partial derivatives and multiple integration (double and triple). Vectors, parametric curves, motion in three dimensions, limits, continuity, chain rule, tangent planes, directional derivatives, optimization, Lagrange multipliers, integrals in polar coordinates, parametric surfaces, Jacobians, line integrals, Green's Theorem, surface integrals and Stokes' Theorem. PREREQUISITES: MATH 201X.

SPECIAL REQUIREMENTS: Computer, CD-Rom.



MATH F205-print	sem*/year	\$441	\$40	\$9	\$15
Mathematics for Elementary School Teachers I (m), 3cr					
Roehl, Roy					

Elementary set theory, numeration systems, and algorithms of arithmetic, divisors, multiples, integers, introduction to rational numbers. Emphasis on classroom methods. PREREQUISITES: MATH 107X ; MATH 161X or placement. Restricted to B.A.S. and B.A Elementary Education Degree students. Other students by permission of instructor.

SPECIAL REQUIREMENTS: Scientific Calculator.



MATH F206-print	sem*/year	\$441	\$40	\$9	\$15
Mathematics for Elementary School Teachers II (m), 3cr					
Roehl, Roy					

A continuation of MATH F205. Real number systems and subsystems, logic, informal geometry, metric system, probability, and statistics. Emphasis on classroom methods. PREREQUISITES: MATH F205.

SPECIAL REQUIREMENTS: Scientific Calculator.



MATH F262X-web	semester*	\$588	\$40	\$12	\$20
Calculus for Business and Economics (m), 4cr					
Laughlin, Latrice					

Ordinary and partial derivatives. Maxima and minima problems, including the use of Lagrange multipliers. Introduction to the integral of a function of one variable. Applications include marginal cost, productivity, revenue, point elasticity of demand, competitive/complementary products, consumer's surplus, etc. Note: No credit may be earned for more than one of MATH 200X, 262X or 272X. PREREQUISITES: MATH 161X or placement.

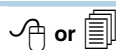
Marine Science & Limnology



MSL F111X-web	semester*	\$588	\$40	\$12	\$20
The Oceans (n), 4cr					
Kelley, John					

Study of the oceans from the broad perspective offered by combining insights from biology, physics, chemistry and geology. Topics include the evolution of the oceans and marine life, forces acting on water and the resulting currents and waves, and relationships between the physics and chemistry of water bodies and their biological productivity. Societal questions related to fisheries management, global climate change and pollution will be discussed. PREREQUISITES: Placement in ENGL 111X or higher; placement in DEVM 105 or higher; or permission of Instructor.

Music



or



MUS F103-web/print

sem*/year

\$441

\$40

\$9

\$15

Music Fundamentals (h), 3cr

Hurley-Glowa, Susan
Thibodeau, Michael

(Online Spring 2011) An introductory study of the language of music. Includes basic notation, melodic and rhythmic writing, scales, bass and treble clefs, and basic harmony. (online Spring 2011)

SPECIAL REQUIREMENTS: CD/DVD Player.



MUS F125-print

sem*/year

\$268

\$40

\$6

\$10

Enjoying Jazz (h), 2 cr

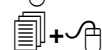
Harbaugh, John

An overview of the jazz idiom. Learning about the performers, styles and the music by using CD's. A listening intensive course that should provide students with a better understanding of this art form and the significant styles and artists in it.

SPECIAL REQUIREMENTS: CD Player.



or



MUS F200X-print

sem*/year

\$441

\$40

\$9

\$15

Aesthetic Appreciation: Interrelation of Art/ Drama/ Music (h), 3cr

Kljaich, Lisa

Understanding and appreciation of art, drama, and music through an exploration of their relationships. Topics include the creative process, structure, cultural application and diversity, the role of the artist in society, and popular movements and trends. PREREQUISITES: Sophomore standing; placement in ENGL 111X or higher; or permission of the instructor.

SPECIAL REQUIREMENTS: Computer, Internet, Word Processor, CD player. DVD and Video player optional.

Natural Resources Management



NRM F101-web

semester*

\$441

\$40

\$9

\$15

Natural Resources Conservation and Policy, 3cr

Todd, Susan

Conservation of natural resources including history, ecological and social foundations. Examines principles of sustained yield, carrying capacity, supply and demand, and world population growth as applied to agriculture, range, forest, wildlife, fisheries, recreation, minerals and energy management. A wide range of perspectives is presented to help students develop a personal philosophy toward natural resources. Prepare a multiple resource observation plan for undeveloped area on campus. PREREQUISITES: Placement in ENGL 111X or higher. (available Spring 2011)

SPECIAL REQUIREMENTS: DVD player.

*Distance Education
allows amazing
flexibility with your
life in mind.
Study on your own
time and from most
anywhere in the
world.*

UAF photo by Todd Paris



***Semester-Based courses may be subject to additional semester fees.**

Delivery Mode:



Print-based



Web-based



Combination Print/Computer/Web

Political Science



PS F100X-print	sem*/year	\$441	\$40	\$9	\$15
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Political Economy (s), 3cr

Kirk, K.

Evolution and operation of the American domestic political economy with consideration of market failures and government responses. Review of major issues in political economy such as inflation, poverty and budget deficits. Exploration of linkages between American and global systems. PREREQUISITES: Placement in ENGL 111X or higher or permission of instructor.



PS F101-web/print	sem*/year	\$441	\$40	\$9	\$15
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Introduction to American Government and Politics (s), 3cr

Kirk, K.

Principles, institutions, and practices of American national government; the Constitution, federalism, interest groups, parties, public opinion, and elections. (Please contact CDE for online availability at 1-800-277-8060 or in Fairbanks at 907-479-3444.)



PS F300X-print	sem*/year	\$510	\$75	\$9	\$15
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Ethics and Society (h), 3cr

Lovecraft, Amy

What is the right thing to do? A presentation of important theories of values, morality, and ethics. Application of theories to dilemmas of choice in the public world such as euthanasia, abortion, animal rights, sexual morality, and environmental ethics. PREREQUISITES: Placement in ENGL 111X or higher; Junior Standing; or permission of instructor. RECOMMENDED: Two lower-division courses in Perspectives on the Human Condition baccalaureate core. (Please contact CDE for availability at 1-800-277-8060 or in Fairbanks at 907-479-3444.)

Psychology



PSY F101-web/print	sem*/year	\$441	\$40	\$9	\$15
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Introduction to Psychology (s), 3cr

Ashdown, Brien
Gonzalez, John

Principles of general psychology emphasizing natural science and social science orientation. Cultural, environment, heredity, and psychological basis for integrated behavior; visual, audition and the other senses; motivation and emotion; basic processes in learning, problem solving, and thinking; personality; psychological disorders, prevention and treatment, and therapeutic strategies.



PSY F250-web/print	sem*/year	\$441	\$40	\$9	\$15
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Introductory Statistics for Behavioral Sciences, 3cr

Arthur, Melanie

Statistics applied to social scientific topics. Includes descriptive statistics, frequency distributions, sampling distributions, elementary probability, estimation of population parameters, hypothesis testing (one-and-two-sample problems), correlation, simple linear regression and one-way analysis of variance. PREREQUISITES: MATH 103X or F107X or F200X.

SPECIAL REQUIREMENTS: Handheld calculator with Stats functions.



PSY F304-web	semester*	\$510	\$75	\$9	\$15
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Personality (s), 3cr

Wolsko, Chris

Psychological and social/cultural determinants of personality formation including appropriate theories in both areas. PREREQUISITES: PSY 101.



PSY F320-web	semester*	\$510	\$75	\$9	\$15
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History and Systems of Psychology (s), 3cr

Lower, Tim

The history of present psychology from associationism to humanism with attention to both the philosophical and physiological foundations of psychology, the most important theorists and movements, and paradigmatic shifts in the evolution of contemporary psychological systems. PREREQUISITES: PSY 101.

Remember -

All Web-Based courses require Computer with CD/DVD, Internet, Email, and Blackboard.

Psychology



PSY F330-web	semester*	\$510	\$75	\$9	\$15
Social Psychology (s), 3cr Wolsko, Chris Analysis of intergroup relationships in terms of process and value orientation, their influences on the personality, and aspects of collective behavior on group and person. Aspects of social interaction that have cultural and intercultural variation. PREREQUISITES: SOC 100X or PSY 101.					



PSY F333-web	semester*	\$510	\$75	\$9	\$15
Human Sexuality across Cultures (s), 3cr Greenberg, Andrea Exploration of how people in a variety of cultures, both contemporary and historical, construct the meaning and experience of sexuality, and express themselves as sexual beings. Interdisciplinary study includes psychology, sociology, anthropology, gender studies and related fields, with the particular focus determined by which department is offering the course. PREREQUISITES: SOC 100X; or SOC 201 or PSY 101 or WMS 201; or permission of instructor.					



PSY F345-web	semester*	\$510	\$75	\$9	\$15
Abnormal Psychology (s), 3cr Niles, Britton A study of abnormal behavior, its causes, treatment and social impact. The major classifications of disorders are presented. PLEASE NOTE: Because this class is distance, it DOES NOT meet the departmental community service requirement for psychology majors. PREREQUISITE: PSY F101.					



PSY F370-web/print	sem*/year	\$510	\$75	\$9	\$15
Drugs and Drug Dependence (s), 3cr Hartmann, Anita Pankey, Julieann A multidisciplinary approach emphasizing acute and chronic alcoholism, commonly abused drugs, law enforcement and legal aspects of drug abuse, medical uses of drugs, physiological, psychological and sociological aspects of drug abuse, recommended drug education alternatives and plans, and treatments and rehabilitation of acute and chronic drug users. NOTE: Only one lesson may be submitted at a time and a second lesson may not be submitted until the first is graded and returned. PREREQUISITES: PSY F101 or permission of instructor. NOTE: This paper based class is available <u>both</u> yearlong and semester based. Web version is only offered semester based. <i>SPECIAL REQUIREMENT: Internet.</i>					



PSY F469-web/print	sem*/year	\$510	\$75	\$9	\$15
Health Psychology, 3cr Hartmann, Anita The scientific study of behaviors that relate to health enhancement, disease and injury prevention, safety, and rehabilitation. While mental health is included, the emphasis is on physical health. PREREQUISITES: PSY F101, PSY F275 and junior standing. NOTE: This paper based class is available <u>both</u> yearlong and semester based. Web version is only offered semester based. <i>SPECIAL REQUIREMENTS: Internet.</i>					



PSY F647-web	sem*/year	\$1014	\$75	\$18	\$15
Professional Ethics, 3 cr Koverola, A. C. The ethical standards of the American Psychological Association and the American Counseling Association will be examined, discussed and compared. Students will be provided with opportunities to apply these general principles to specific cases. Students will be expected to demonstrate knowledge of the principles of these ethical codes and an ability to apply them to their reality-based manifestations. PREREQUISITES: Admittance to a Counseling Program or permission of instructor.					

*Semester-Based courses may be subject to additional semester fees.



Psychology



PSY F666-web **sem*/year** **\$1014** **\$75** **\$18** **\$15**

Family and Network Therapy, 3cr

Koverola, A. C.

Survey of concepts and theories of function and dysfunction in the area of couples and families as social networks. An introduction to the skills necessary for intervention in these systems. PREREQUISITES: COUN 623; admittance to the counseling program or permission of instructor.

SPECIAL REQUIREMENTS: Video Camera, DVD Player.

Rural Development



RD F493/693-web **semester*** **\$510** **\$75** **\$9** **\$15**

AK Native Claims Settlement Act: Pre-1971-present, 3cr

Pullar, Gordon

An advanced overview and analysis of the Alaska Native Claims Settlement Act of 1971 (ANCSA). This in-depth look at the land claims movement of the 1960s includes recorded interviews with Alaska Native leaders who were key participants in the movement. The course will closely review the legislative process that resulted in the passage of ANCSA, focusing on firsthand accounts of those who were involved. The implementation phase of ANCSA will be examined as well as the crucial "1991 amendments." Case studies involving unique challenges of individual Native villages and regions will be discussed. Finally, contemporary issues facing ANCSA corporations will be examined.

Sociology



SOC F100X-web **sem*/year** **\$441** **\$40** **\$9** **\$15**

Individual, Society and Culture (s), 3cr

Greenberg, Andrea

An examination of the complex social arrangements guiding individual behavior and common human concerns in contrasting cultural contexts. PREREQUISITES: Placement in ENGL 111X or higher; or permission of instructor.

SPECIAL REQUIREMENTS: ability to watch videos online.



or



SOC F250-web/print **sem*/year** **\$441** **\$40** **\$9** **\$15**

Introductory Statistics for Behavioral Sciences, 3cr

Arthur, Melanie

Statistics applied to social scientific topics. Includes descriptive statistics, frequency distributions, sampling distributions, elementary probability, and estimation of population parameters, hypothesis testing (one and two sample problems), correlation, simple linear regression and one-way analysis of variance. PREREQUISITES: MATH F103X or MATH F107X or MATH F200X. **For Web-based course please contact CDE for availability at 1-800-277-8060 or in Fairbanks at 907-479-3444.**

SPECIAL REQUIREMENTS: Handheld calculator with Stats functions.



SOC F330-web **semester*** **\$510** **\$75** **\$9** **\$15**

Social Psychology (s), 3cr

Wolsko, Chris

Analysis of intergroup relationships in terms of process and value orientation, their influences on the personality, and aspects of collective behavior on group and person. Aspects of social interaction that have cultural and intercultural variation. . PREREQUISITES: SOC 100X or PSY 101.

Don't wait...

Students taking online courses should log on to the Blackboard course site the first day of instruction!

Log on at:
<http://classes.uaf.edu>



Sociology



SOC F333-web	semester*	\$510	\$75	\$9	\$15
Human Sexuality across Cultures (s), 3cr Greenberg, Andrea Exploration of how people in a variety of cultures, both contemporary and historical, construct the meaning and experience of sexuality, and express themselves as sexual beings. Inter-disciplinary study includes psychology, sociology, anthropology, gender studies and related fields, with the particular focus determined by which department is offering the course. PREREQUISITES: SOC 100X; or SOC 201 or PSY 101 or WMS 201; or permission of instructor.					

Spanish

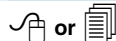


SPAN F317-web	semester*	\$510	\$75	\$9	\$15
Advanced Spanish Grammar (h), 3cr Stewart, Kim Grammatical concepts in Spanish. Focus on more difficult grammatical structures. PREREQUISITES: SPAN 202 or equivalent or permission of Instructor. <i>SPECIAL REQUIREMENTS: Headphones.</i>					



SPAN F393-web	semester*	\$510	\$75	\$9	\$15
Advanced Spanish Composition, 3cr Wilson, Tim Practice of formal and informal writing styles. Focus on vocabulary and stylistic issues. Class is conducted in Spanish. PREREQUISITES: SPAN F202 or equivalent; or permission of instructor.					

Statistics

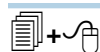


STAT F200X-web/print	sem*/year	\$441	\$40	\$9	\$15
Elementary Probability and Statistics (m), 3cr Ilanuzzi, Colleen Massa, Jim Descriptive statistics, frequency distributions, sampling distributions, elementary probability, estimation of population parameters, hypothesis testing (one and two sample problems), correlation, simple linear regression, and one-way analysis of variance. Parametric and non parametric methods. PREREQUISITES: MATH F107X or F161X or placement; or permission of instructor. <i>SPECIAL REQUIREMENTS: Graphing calculator: TI83 or TI84 is best.</i>					

Software Engineering



SWE F670-web	sem*/year	\$1014	\$75	\$18	\$15
Computer Science for Software Engineers, 3cr Nance, Kara An overview and survey of the theoretical underpinnings of computer science. Topics are taken from the areas of algorithms and data structures; computer architecture; computer networks, communications, and operating systems; computability and formal languages; languages and compilation. PREREQUISITES: Admission to the Master of Software Engineering Degree program. Not required for students with a BS in Computer Science.					



SWE F673-print	sem*/year	\$1014	\$75	\$18	\$15
Software Requirements Engineering, 3cr Knoke, Pete Focus on the requirements analysis phase of the software development life cycle. Study ways to obtain, analyze, and specify complete and correct sets of requirements. Critique of selected requirements analysis models. Study of current large scale software developments that have failed or are failing. Development of software requirements specifications for large and real software systems via team efforts. PREREQUISITES: SWE F671 or permission of instructor. Please contact CDE for availability at 1-800-277-8060 or in Fairbanks at 907-479-3444. <i>SPECIAL REQUIREMENTS: Email.</i>					



SWK F375-web	sem*/year	\$510	\$75	\$9	\$15
Research Methods in Social Work (w), 3cr Demientieff, LaVerne Course has two-fold objective: help students become critical consumers of research in social sciences and allow students to carry out beginning research studies. Course sequentially covers phases of research process, whether quantitative or qualitative. PREREQUISITES: SWK F103; ENGL F111X; ENGL F211X or F213X.					

*Semester-Based courses may be subject to additional semester fees.



Social Work



SWK F440-web	semester*	\$510	\$75	\$9	\$15
Social Work Practice with Military Families, 3cr Uriarte, John Social Work as it is practiced in the US Army, Air Force, Navy, Marines, Reserves and National Guard is examined. The history and role transitions of social work and ethical concerns that emerge with military families are explored. Military social workers' roles in mental health programs, medical settings, military operations, substance abuse programs, family advocacy, program administration, and policy-making are examined. Student compares and contrasts civilian social work practice and military social work practice. PREREQUISITES: SWK F103 or permission of instructor.					

Theater



THR F200X-web/print	sem*/year	\$441	\$40	\$9	\$15
Aesthetic Appreciation: Interrelation of Art/ Drama / Music (h), 3cr Kijaich, Lisa Understanding and appreciation of art, drama, and music through an exploration of their relationships. Topics include the creative process, structure, cultural application and diversity, the role of the artist in society, and popular movements and trends. PREREQUISITES: Sophomore standing; placement in ENGL 111X or higher; or permission of the instructor. <i>SPECIAL REQUIREMENTS (Web): Word Processing Program, Adobe Reader, Real Player, CD Player. DVD and video player optional.</i> <i>SPECIAL REQUIREMENTS (Print): Computer, Internet, Word Processor, CD Player. DVD and Video player optional.</i>					



THR F347-web	semester*	\$510	\$75	\$9	\$15
Lighting Design (h,O), 3cr Mendelowitz, Kade Principles and techniques of theatrical lighting design. The student will conduct practical experiments and design projects applying the experience gained from the experiments. PREREQUISITES: COMM F131X or F141X. Recommended: THR F241 and F247. <i>SPECIAL REQUIREMENTS: Computer must have sound card, Windows 2000, XP or a newer MAC OSX.</i>					

Trades & Technology



TTCH F301-web	sem*/year	\$510	\$75	\$9	\$15
Technology and Society, 3 cr Dyen, Fred Concepts of social change related to effects of technology on society and application of concepts and processes of technology as they evolve from ideas to implementation. Emphasis will be on expanded study of the creation, use and adaptation of tools, machines, materials and systems to the solutions of problems and the extension of the human potential. PREREQUISITES: Upper division standing or permission of instructor.					

Women's Studies



WMS F201-web	semester*	\$441	\$40	\$9	\$15
Introduction to Women's Studies (s), 3cr Imbler, Russ An interdisciplinary introduction to the field of women's studies, exploring its development, subject matter, and methodology. Readings of studies which have become classic examples of the importance of gender in research in many disciplines are examined.					

WMS F332-web	semester*	\$510	\$75	\$9	\$15
Human Sexuality across Cultures (s), 3cr Greenberg, Andrea Exploration of how people in a variety of cultures, both contemporary and historical, construct the meaning and experience of sexuality, and express themselves as sexual beings. Interdisciplinary study includes psychology, sociology, anthropology, gender studies and related fields, with the particular focus determined by which department is offering the course. PREREQUISITES: SOC 100X; or SOC 201 or PSY 101 or WMS 201; or permission of instructor.					

CENTER FOR DISTANCE EDUCATION REGISTRATION FORM

(Please print carefully)

Name (last, first, middle): _____

UAF Student Identification Number: _____ OR Social Security Number: _____

Date of Birth (month/day/year): _____/_____/_____

Mailing Address:

Evening Phone: _____

Day Phone: _____

E-Mail address: _____

(City) (State) (Zip)

RESIDENCY: In what state do you claim official residency: _____

If you claim Alaska residency, how long have you been physically in Alaska?

COMPLETE INFORMATION REQUESTED BELOW (Statistical and record identification only)

Sex**: <input type="checkbox"/> M <input type="checkbox"/> F		Ethnicity Code**:		Veteran/Military Code**:	
U.S. Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No		If no, what country?		Visa type:	
Did you graduate from High School? <input type="checkbox"/> Yes <input type="checkbox"/> No		Date (month/year):			
If not, did you complete the GED? <input type="checkbox"/> Yes <input type="checkbox"/> No		Date (month/year):			
Name of High School attended: _____		High School location (city & state): _____			
If attended UAF before 1983, state where and dates of attendance: _____					
If attended under another name, state name used: _____					

FILL OUT COURSE INFORMATION (please print carefully)

Term/CRN	Dept.	Number	Sec	Course Title	Credits
office use only					

I understand I am responsible for all applicable UAF academic regulations, tuition, and fees whether or not I successfully complete the course or courses in which I am enrolling. Access to the computing facilities is granted to members of the University Community to conduct University business and instruction with the understanding that such access is a privilege and carries with it certain responsibilities. Use of any of the facilities to interfere with the privacy and security of other users, for political purposes, or for personal financial gain is prohibited. Please note that your data is yours to care for; the University cannot be responsible for restoring data lost through your mismanagement. For further information on policies and procedures governing computer access and system resource allocation, please contact the Division of Computing and Communications at 907-450-8300, or the computer support personnel on your host campus.

Your signature

Date

JAF is an AA/EO employer and educational institution.

Revised July 2010

REGISTRATION FORM

TERM: Yearlong ___ Fall ___ Spring ___ Summer ___



PO Box 756700
Fairbanks, AK 99775-6700
Phone: 907.479.3444
or 800.277.8060
Fax: 907.479.3443
Email: distance@uaf.edu

distance.vaf.edu

For information on the books and materials required for your course, please see <http://distance.uaf.edu/bookstore>.

CALCULATE FEES HERE

Tuition	_____	\$
Service Fee	_____	\$
UA Network Charge	_____	\$
Tech Fee	_____	\$
Other _____ (describe)	_____	\$
Subtotal tuition & fees	_____	\$
Less Credits (describe)	_____	\$
* _____	_____	\$-
Amount Due	_____	\$

(* Attach Credit or Waiver forms)

CHOOSE METHOD OF PAYMENT

Cash _____ \$ _____
 Check/Money Order _____ \$ _____
 Authorization _____ \$ _____
 Visa or Mastercard _____
 Card # _____
 Expiration Date _____
 Signature _____

Received by _____ Date _____

****SEX/ ETHNICITY / MILITARY STATUS:**

This information is requested in order to monitor our affirmative action program and to ensure equal educational opportunity. The information you provide will be kept confidential and will in no way adversely affect your enrollment. Your cooperation in providing this data is appreciated as this information is to be used for statistical purposes.

****ETHNICITY:**

Code	Description
AA	Alaska Aleut
AT	Alaska Indian - Athabaskan
AH	Alaska Indian - Haida
AK	Alaska Indian - Tlingit
AM	Alaska Indian - Tsimpsian
AS	Alaska Indian - Southeast Alaska
AI	Alaska Indian - Other/Unspecified
AQ	Alaska Eskimo - Inupiak
AY	Alaska Eskimo - Yupik
AE	Alaska Eskimo - Other/Unspecified
AN	Alaska Native - Other/Unspecified Other
BL	Black, non-Hispanic
HI	Hispanic
IN	American Indian (not Alaska Native)
SI	Asian or Pacific Islander
WH	White, non-Hispanic

****VETERAN/MILITARY STATUS:**

Code	Description
Blank	Non-veteran
AA	Active Duty - Army
AC	Active Duty - Coast Guard
AF	Active Duty - Air Force
AN	Active Duty - Navy/Marines
AO	Active Duty - Other
DC	Dependent Child
DS	Dependent Spouse
VR	Veteran - Discharged/Retired (Eligible Widow/Widower

****SEX/ ETHNICITY / MILITARY STATUS:**

This information is requested in order to monitor our affirmative action program and to ensure equal educational opportunity. The information you provide will be kept confidential and will in no way adversely affect your enrollment. Your cooperation in providing this data is appreciated as this information is to be used for statistical purposes.

****ETHNICITY:**

Code	Description
AA	Alaska Aleut
AT	Alaska Indian - Athabascan
AH	Alaska Indian - Haida
AK	Alaska Indian - Tlingit
AM	Alaska Indian - Tsimpskian
AS	Alaska Indian - Southeast Alaska
AI	Alaska Indian - Other/Unspecified
AQ	Alaska Eskimo - Inupiak
AY	Alaska Eskimo - Yupik
AE	Alaska Eskimo - Other/Unspecified
AN	Alaska Native - Other/Unspecified
BL	Black, non-Hispanic
HI	Hispanic
IN	American Indian (not Alaska Native)
SI	Asian or Pacific Islander
WH	White, non-Hispanic

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Code	Description
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AN	Active Duty - Navy/Marines
AO	Active Duty - Other
DC	Dependent Child
DS	Dependent Spouse
VR	Veteran - Discharged/Retired (Eligible Widow/Widower

Student Code of Conduct



UAF students are subject to the Student Code of Conduct. In accordance with board of regents' policy 09.02.01, UAF will maintain an academic environment in which freedom to teach, conduct research, learn and administer the University is protected. Students will benefit from this environment by accepting responsibility for their role in the academic community. The principles of the student code are designed to encourage communication, foster academic integrity and defend freedoms of inquiry, discussion and expression across the University community.

UAF requires students to conduct themselves honestly and responsibly, and to respect the rights of others. Conduct that unreasonably interferes with the learning environment or violates the rights of others is prohibited. Students and student organizations are responsible for ensuring that they and their guests comply with the code while on property owned or controlled by the University or at activities authorized by the University.

The University may initiate disciplinary action and impose disciplinary sanctions against any student or student organization found responsible for committing, attempting to commit or intentionally assisting in the commission of any of the following prohibited forms of conduct:

- cheating, plagiarism or other forms of academic dishonesty
- forgery, falsification, alteration or misuse of documents, funds or property
- damage or destruction of property
- theft of property or services
- harassment
- endangerment, assault or infliction of physical harm
- disruptive or obstructive actions
- misuse of firearms, explosives, weapons, dangerous devices or dangerous chemicals
- failure to comply with University directives
- misuse of alcohol or other intoxicants or drugs
- violation of published University policies, regulations, rules or procedures
- any other actions that result in unreasonable interference with the learning environment or the rights of others.

This list is not intended to define prohibited conduct in exhaustive terms, but rather offers examples as guidelines for acceptable and unacceptable behavior.

Honesty is a primary responsibility of you and every other UAF student. The following are common guidelines regarding academic integrity:

1. Students will not collaborate on any quizzes, in-class exams, or take-home exams that contribute to their grade in a course, unless the course instructor grants permission. Only those materials permitted by the instructor may be used to assist in quizzes and examinations.
2. Students will not represent the work of others as their own. A student will attribute the source of information not original with himself or herself (direct quotes or paraphrases) in compositions, theses, and other reports.
3. No work submitted for one course may be submitted for credit in another course without the explicit approval of both instructors.

Alleged violations of the Code of Conduct will be reviewed in accordance with procedures specified in regents' policy, University regulations and UAF rules and procedures. For additional information and details about the Student Code of Conduct, contact the Dean of Student Affairs, visit <http://www.alaska.edu/bor> or refer to the student handbook that is printed in the back of the class schedule for each semester. Students are encouraged to review the entire code.

Student Behavioral Standards

Education at the University is conceived as training for citizenship as well as for personal self-improvement and development. Generally, UAF behavioral regulations are designed to help you work efficiently in courses and live responsibly in the campus environment. They are not designed to ignore your individuality but rather to encourage you to exercise self-discipline and accept your social responsibility. These regulations, in most instances, were developed jointly by staff and students. You should become familiar with campus policies and regulations as published in the student handbook.



Information Release and FERPA

Access to Records—Under the Family Educational Rights and Privacy Act of 1974 (FERPA), you are entitled, as a UAF student, to review your records. Except for directory information, no personally identifiable information is disclosed to agencies outside UAF without the written permission of the student. Records are made available for legitimate UAF professional use on a need-to-know basis.

Directory Information—UAF may release certain directory information to the public on a routine basis unless a student requests, in writing, that the University not release it. Forms to request that directory information not be released are available in the Office of the Registrar. No directory information will be released until the last day of late registration. Any request to withhold directory information will continue until a student provides permission, in writing, for the University to release such. After that, information will be released when appropriate.

The following is considered directory information:

1. Name
2. Address, telephone number, e-mail address
3. Home address (permanent)
4. Weight and height of students on athletic teams
5. Date and place of birth
6. Dates of attendance and current class standing
7. Major field(s) of study
8. Degrees, honors and awards received, including dates
9. Participation in officially recognized activities
10. Chancellor's list and Dean's list recognition each semester.

Honors—Names of students receiving awards or appearing on the UAF Dean's list and Chancellor's list are released to the media unless a written request not to do so has been received by the Office of University Relations by five working days after the end of the semester in which the honors have been earned.

Scholarships—Names of scholarship recipients are released to the media unless a written request not to do so has been received by the Office of University Relations.

No other information from a student's educational record will be disclosed to anyone outside the institution without the written consent of the student. The only exceptions are to personnel within the institution on a need to know basis, officials of other institutions in which a student seeks to enroll, in compliance with a judicial order, to persons in an emergency in order to protect the health or safety of the student or other persons, or as otherwise permitted under FERPA.